

Minutes
A&S Staff Association Meeting
Tuesday, April 18, 2:00–3:00 p.m.
BAB218

- I. Icebreaker (Activities Committee)
- II. Call to order
- III. Motion to approve the February 2023 meeting minutes passes (13 yes, 0 no, 1 abstain)
- IV. Reports
 - A. College update (Jason Sievers)
 1. Response to the Old National Bank shooting
 - a. Dean Owen wants to remind all staff that counseling services and other forms of support are available through the [Employee Assistance Program \(EAP\)](#).
 - b. Last week, Dean Owen emailed information about campus safety, including a [presentation](#) and a [video](#) about how to respond to an active shooter and a link to the [Cardsafe website](#).
 2. Web updates
 - a. Rae Stilwell has been overhauling the A&S website, most notably a redesigned home page and a new architecture.
 - b. A redesigned Biology Department website will be launched soon and will serve as a pilot for new department websites. Although built with Plone (our current CMS), sites with the new design will eventually be moved to the new CMS.
 - c. An interim university web page will be launched on June 1, with the introduction of the new CMS scheduled for some time in 2024.
 3. Vacancies
 - a. Allison Buchanan has resigned her position as Communication & Alumni Relations Coordinator. A search for her replacement is forthcoming.
 - b. A number of other vacancies in Advising and the Business Office are in the process of being filled and, hopefully, new hires will be announced soon.
 4. Incoming Dean
 - a. Dr. Dayna Touron will begin serving as A&S Dean on July 1. She has been visiting campus to get up to speed and intends to sit in on department meetings. A series of Zoom sessions with her will be announced in the coming weeks.
 - b. Dean Owen would like staff to be able to share any issues, concerns, or wishes that we would like the new dean to know about. We will set up and distribute an anonymous form for collecting that information.
 5. The A&S Celebration of Excellence is Tuesday, April 25, at 2:30 p.m. in the Red Barn.
 - B. Nominating Committee
 1. Jason Sievers's and Joshua Boydston's two-year terms as ULASSA president and secretary (respectively) are set to expire in the coming months.
 2. The Ad-Hoc Election Committee (Camille Woods, Doris Meadows, Brandon Harwood, and Chad White) will oversee the election for a new president and secretary.
 3. Before there can be an election, however, we need to form a Nominating Committee to oversee the nomination process. The following individuals agreed to serve as the Nominating Committee:
 - a. Nuriya Raimberdieva
 - b. Yolanda Demaree
 - c. Melissa Benningfield
 4. Josh will send an email introducing the Nominating and Election Committees so they can coordinate.
 - C. Activities Committee (Mary Elliott)
 1. The Spring event was a success, with good turnout.

2. The committee is planning an ice cream social for the summer and will ask the dean for some funding.
 3. The committee currently has three vacancies that need to be filled. Currently four people are organizing all the events, which puts a lot of work on a small number of people. If you want to assist, please contact co-chairs Mary Elliott and/or Candyce Woodard.
- D. Professional Development Committee (MaryPat Chiavaroli)
1. The committee has drafted a form to identify the elements of Workday that staff would like to learn more about. The form is under review and will be circulated shortly.
 2. Ideally, Workday trainings will begin over the summer, when staff tend to have more free time.
- E. Staff Grievance Committee (Janna Tajibaeva)
1. Thus far, nobody has made use of the committee. The committee members are questioning the necessity of maintaining the committee, given the lack of interest or use.
 2. Some people have suggested that the committee duplicates other established bodies/processes for handling grievances.
 3. Conversation on this topic was postponed until the May meeting, so Camille Woods (co-chair) can participate in the conversation.
 4. Following the May meeting, members will vote on whether to disband the Staff Grievance Committee.
- V. Announcements
- A. Upcoming Heritage Luncheons
1. The Arab American Heritage Luncheon is scheduled for this Thursday, April 20, at 12:00 p.m., in BAB218.
 2. The Asian American & Pacific Island and Jewish American Heritage Luncheon is scheduled for Tuesday, May 23, at 12:00 p.m. in BAB218.
- VI. No other business
- VII. Motion to adjourn (15 yes, 0 no, 0 abstain)