

# Meeting Minutes for March 1, 2019

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## Opening Remarks from Fr. Steve

Seattle University President Fr. Stephen Sundborg kicked off the inaugural meeting and shared his charge with the Staff Council.

Additionally, Fr. Steve has asked Leann Wagele, as the SUSC President, to attend the Board of Trustees meetings to represent the Staff Council and offer insights to the BOT as needed, also possibly ensuring that each of the BOT subcommittees has staff representation.

Fr. Steve has also designated that the Staff Council will have a direct line to the Cabinet through Vice President of Human Resources, Michelle Clements.

## Introductions

For introductions, each person was asked to share why they were compelled to run for staff council, and/or what they are most excited about or most looking forward to. Some themes that emerged include:

- More fully embrace diversity and amplify the voices of underrepresented groups on campus; we want to increase the feeling of being seen, heard, valued, and increase the feeling of inclusion and belonging on campus
- Apply our university's mission inward to our campus community – care for the whole person, professional formation, and empowering leaders for a just and human world – these things should apply to staff as well as students and faculty
- Address issues of disparity between staff and faculty

- Develop an official structure to bring staff voices to be more fully included in decision-making processes at the university
- Address staff needs and create positive change in the lives of staff at Seattle U to better retain institutional knowledge, retain talent and better serve students and live out our mission
  - Increase recognition of staff Let the campus know the great contributions of staff on campus and enable staff to feel valued, feel respected
  - Increase talent retention
  - Craft better work-life balance for staff on campus
  - Create more opportunities for professional development, professional growth within Seattle U
- Increase communication, collaboration and build community across campus (break down our silos)

### Establishing Group Norms/Meeting Agreements

Discussion about what kinds of "group norms" or "meeting agreements" would help each person be an active, engaged participant in Staff Council meetings. We developed a list of group norms and decided this list would be a living document that we could change as needed, and we agreed to briefly review our group norms at the beginning of each Staff Council meeting.

### Establishing Terms for Each Member

The steering committee had recommended that in this inaugural year, half of the staff council be designated to serve a 1-year term and the other half serve a 2-year term (to be decided by the members themselves). Then in the future, after this initial year, all Staff Council members will serve 2-year terms and we will have staggered elections so that we are not reinventing the wheel every year with a totally brand new Staff Council. This will help to maintain continuity,

institutional memory and forward momentum on initiatives, while still allowing for increased diversity, inclusion and fresh perspectives each year.

Everyone was asked to meet within their campus area (Academic, Structural, Student-Focused, and At-Large) and within each group, determine which members would serve 1-year terms and which would serve 2-year terms, while trying to balance as well as possible, exempt and non-exempt in each area, with the caveat that everyone is welcome to run for re-election after their term is up.

### **Preparing for the Election of Officers**

The Staff Council needs to elect officers (Vice President and Secretary) who would serve as the Staff Council Leadership Team along with Leann, who was appointed as the inaugural president by Fr. Steve. However, the responsibilities and time commitment for the officer positions are still unclear at this time. All Staff Council members were asked to consider putting themselves forward for a leadership position, followed by a discussion about what the officer positions' responsibilities and time commitment might entail followed. We decided to continue the discussion about leadership roles and electing officers until our next meeting.

### **Setting a Regular Meeting Schedule**

Group discussion about setting a regular meeting schedule. Leann suggested that at least initially, while we get up and running, that we meet for two-hour blocks (but that we could eventually move to shorter, 1 ½ hour meetings). We tentatively decided on the second Wednesday of each month from 1–3pm.