



*Mission*

*Advocacy*

*Orientation*

*Committee*

## Meeting Minutes September 23<sup>rd</sup>, 2016

Present: Brian Hurd, Eddie Carreon, Julie Myers and John Brautigam.

The MAO Committee met in the Campus Ministry conference room at 10:00am.

We discussed the "New Hire Breakfast" that we co-hosted with HR on August 17<sup>th</sup>. Approximately 10 new hires attended and engaged in informal conversation. Brian spoke briefly about Staff Council, and HR staff introduced themselves. Several comments were heard about enjoying the opportunity to meet other new colleagues.

Campus Colleague update: Leslie from HR and Brian have sent inquiries to current campus colleague volunteers, thanking them for serving and asking if they want to renew their commitment for the upcoming year. Of the 28 campus colleagues, 12 said they could not continue. We put out another call for volunteers, and to date we have 9 new campus colleagues. Additionally, the survey, constructed by Eddie, provided some valuable feedback. Most comments were positive, but some of the negative comments related to colleagues not seeming to be interested or have time for the new employee. This should be alleviated somewhat with several dropping off. Eddie asked if HR could better target recruitment of colleagues and matching with new employees to better fit by position. Brian will discuss this again with Leslie. Eddie also asked if there has been assessment done for the new employee orientation session. Brian will check with Leslie on this as well.

Brian shared his experience with the first meeting of the Mission Committee of the Board as the Staff Council representative observer. The meeting was held on Tuesday, September 20<sup>th</sup>, 2016. Ed Peck serves as moderator. The faculty rep. is Peifang Tian, the student rep. is Anthony Shoplik, Brian Hurd is Staff Council rep. and Fr. Martin Connell represents the Jesuits. Each rep. gives a report to the Committee about news, events/programs, and plans related to Mission for their constituent group. Board members may ask questions or comment. This first meeting, each rep. introduced him/herself, and spoke about how they personally and professionally connect to the University's Mission. Highlights included the fact that there are only three Board members on the Committee. Further discussion centered on educating new Board members on Board Committees, earlier and more thoroughly. A review of the Mission Examen and Reaffirmation process results was shared. The ACJCU Visiting Team report was very positive in commendations, and several recommendations (including a call to expand faculty and staff formation opportunities).

Julie shared an opportunity for staff to become involved in the Spiritual Exercises of Saint Ignatius during the Fall semester. This will be going out in Inside JCU.

In other discussion items, Eddie asked about the revised Vacation policy. What are the changes, and are existing employees “grandfathered”? Brian answered that the policy changes aim to eliminate differences between administrators and staff, bringing them together by offering the same vacation schedule for all employees. The policy allows the President to make exceptions in certain cases.

Eddie also asked about Affinity groups: where that discussion is, and who is working on it. Brian responded that the Executive Committee is considering what role Staff Council plays, will there be funding available, how we will define, recognize and support Affinity groups. The Staff Development Committee is working on this now.

Julie spoke of what our committee’s charge is, in both promoting new opportunities, and lifting up what is already here. John thought it was important that we promote use of Mission Leave, and connect to opportunities to use it. Eddie felt there was inconsistent use of Mission Leave, and that VPs and supervisors need to know the rules and apply them consistently. Brian mentioned the recent Staff Newsletter article on Mission Leave was a good start, but that maybe further conversation needed to take place. Perhaps Ed Peck could bring this up with SLT?

Eddie and Julie brought up the upcoming FSLA rule changes and its impact on Immersion trips specifically. Changes could mean staff would need to use Mission Leave time, plus other time if they were hourly employees. However Immersion trips are not 8 hour days, and accounting for these hours may cause hourly employees to be excluded from such opportunities. Further discussion focused on our advocacy role, and we can/should do. Eddie and Julie are hearing about staff being hurt and confused by the process in that the communication has been one-way and inconsistent across campus. There is a need for transparency and genuine conversation; recognizing the morale issues around this topic. The group thought that we should try to facilitate bringing together Senior Leadership and affected staff. Julie offered to talk with Ed Peck for advice on how to proceed with SLT. Brian will bring this issue to the Staff Council Executive team.