

Staff Council
Mission, Advocacy and Orientation Committee
4/13/15 Meeting Minutes

The Mission, Advocacy & Orientation Committee met for our inaugural meeting was held on Monday, April 13th, 2015 with the following in attendance:

Committee Chair Brian Hurd, members Eddie Carreon, Autumn Petti and Ross Carbone.

1. We discussed the committee description as stated in the Staff Council Constitution. We confirmed the role is advisory and collaborative rather than decision-making.

2. We discussed membership of the Staff Council, open positions and how they will be filled. Autumn commented on the lack of meeting minutes posted for staff to view was mentioned. Brian stated the minutes are posted, but it seems they need to be made more visible. This will be brought up at the next Executive Committee meeting.

3. There was general discussion about what the focus of this Committee should be at this time, and after talking through the three areas of responsibility, the group decided that the staff orientation process was most pressing. Brian will reach out to Human Resources and invite a member of that staff to meet with us at our next meeting regarding staff orientation and how we might collaborate on a new process. Ideas generated included:

- A whole day program with breakfast and lunch provided to include a campus tour, providing org charts, campus maps and other resource materials.
- A video-based program, more practical, but less inviting/welcoming.
- A mentor program where a new employee is paired with a current veteran employee (outside the new employee's department) for a formal and informal mentoring and community-building.
- Have current staff talk to new employees about their JCU experience
- Announce when new staff are hired, through Inside JCU or other avenues.
- Feature staff in Carroll News.
- What is the process for new faculty? Can there be crossover?

4. Committee meetings are to be held monthly. After discussion, the second Tuesday of the month from 3:30 to 4:30 was chosen as the best time to meet. Tuesday, May 12th will be the next meeting. The location will be announced a week prior to the meeting.