



Staff Council of John Carroll University
Community Building and Staff Recognition Committee
Agenda

COMMITTEE CHARGE: Community Building and Staff Recognition – will work to develop an equitable recognition and award system. The committee will serve as a resource to the University community in the recognition of staff. The committee will plan and implement activities for the staff that will foster social interaction; develop opportunities for staff to build community; advocate for all staff; and work with other committees to provide open forums for staff.

Date of meetings: June 24, 2015

Attendance: Megan, Jane, Courtney and Eric

Overriding Committee Goals:

- Strengthen the staff community at JCU through a number of programs and events throughout the course of the year.
- Develop and implement meaningful staff recognition programs designed to complement already existing recognition programs at JCU.

- 1) Recap of Ice Cream Social
 - a. 175 people attended
 - b. About \$700 in costs
- 2) Update on new Employee Recognition program
 - a. How is this being recognized across the campus
 - i. Carroll News
 - ii. Staff Council Website
 - iii. Quarterly E-Newsletter
 - b. How does Staff Council fit into this process

- i. Staff Council Awards
 - 1. Recognition at end of year celebration
 - c. How can we elevate Silver Circle
 - i. Lobovision
 - ii. E-Newsletter/E-mail recognition
 - 1. Small interviews run through committee
 - iii. Put links from Silver Circle on the Staff Council Website
 - d. Lobovision – Highlighting staff contributions
- 3) Upcoming events
 - a. Happy hour
 - i. The Pub (Jane)
 - 1. Look at July 29th/30th
 - 2. 5-7 p.m.
 - 3. Budget (\$400?) – Check with Exec Council
 - a. Door prizes
 - b. Food provided
 - c. Cash Bar
 - b. Staff lunch/food trucks (Swensen’s – Courtney)
 - i. Look at Aug. 12 or 13
 - ii. Cover sandwich through Staff Council
 - iii. Other items can be purchased
 - iv. One sandwich per person – check IDs
- 4) Open Items
 - a. Update on Staff Council Exec. Committee
 - i. Meetings and calendars
 - 1. Need to meet more frequently
 - ii. Great Places to Work Survey
 - b. Homecoming
 - i. Promotion of Door Decorating Contest
 - 1. Friday Spirit Day
 - 2. Promote Homecoming Tailgate and Football
 - a. Immediate family enter for free
 - b. Staff Tent
 - ii. Week leading up to Homecoming
 - 1. Lobo delivering balloons
 - 2. Homecoming Posters for doors
 - c. Blue/Gold Friday – Executive Committee

- d. Internal “Carroll’s List” – like Craig’s List
 - i. Online Portal use staff log-in to access
- e. Farmer’s Market on the Quad
- f. Family Movie Night on the Quad – Check with Dave

Next Meeting: Wednesday, July 29th, 2015 – 11 a.m.

Location: TBD