COUNCIL MEMBERS IN ATTENDANCE:

Erica Boyd, Ashley Spink for Kristen Cason, Truly Hardemon, Meghan Jacobsen, Amy Ladendorf, Doug Martin, Matt Picket, Mauren Piucco, Amanda Starling, Lyndle Toth

AGENDA ITEMS:

A. Meeting minutes approval
B. Academic Assistants Meetings
C. Follow-up on suggested topics
   a. Bridge Group
D. Reschedule July meeting

MINUTES:

MEETING MINUTES APPROVAL

Lyndle opened the discussion by stating that the College of Nursing’s Staff Council opened each of its meetings by approving the minutes of the prior meeting. She asked if the Council wanted to do the same. The Council discussed that the process of having the minutes sent by email to all members once completed, and then allowing members to provide any feedback or edits via email, worked for the first set of minutes. Lyndle proposed that the minutes would be emailed to all members as soon as drafted. The members will then have twenty-four hours to review the minutes and provide feedback. After this, Lyndle will send the approved minutes forward for posting on the website. This will all take place within 72 hours according to the current bylaws. This proposal was seconded by Truly, and the Council agreed without dissent.

ACADEMIC ASSISTANTS MEETING

At its last meeting a member of the Council described a recent Academic Assistant meeting as an example of the type of professional network opportunity the Council might want to foster. In follow-up, other members of the Council were curious as to how much of the college was involved in that meeting. Upon further discussion, the Council members clarified that it was a one-time meeting of the academic assistants from the Public Health-related departments.

With the knowledge that the Academic Assistants in all areas of the College have expressed interest in building connections and knowing who can assist when they have an issue, the Council discussed the potential of developing a consistent, college-wide meeting of the Academic Assistants to provide a venue for building connections and relationships and sharing best practices.

The development of this group could then serve as a model for developing similar groups for other roles (e.g. human resources and fiscal staff groups).

The Council briefly discussed what this might look like in terms of:

- Information sharing and best practices
- Resources and support during career transitions (new staff)
Staff Council
University of Florida
College of Public Health and Health Profession
Tuesday, June 6, 2017
10:00am to 11:00am ET
Minutes

- Contacts to mentor and assist with resolving complicated issues

The Council shared ideas about whether there should be more or less structure provided in terms of:

- How often the group should meet
- When and where
- Formal vs informal interaction
- Facilitators for the meetings

FOLLOW-UP ON SUGGESTED TOPICS

This led naturally to a brief discussion of the Bridge and whether it might be a tool of interest. The Council ultimately agreed that it might not serve the purpose at this point, since it is not an already widely adopted platform for communication at the College. Consensus was that developing targeted listservs would be a reasonable first step in developing communications paths for those in similar roles throughout the College.

The Council then returned to the previously discussed idea of a professional development fair as a means of providing opportunities for networking, meaningful connections, and career development.

The Council members agreed to go back to their areas and assess interest in role-based group meetings, whether a professional development fair would be of interest, and whether listservs could be useful in meeting staff needs.

RESCHEDULE JULY MEETING

The next meeting would fall on the July 4th holiday, so the Council agreed to postpone it one week.

ITEMS FOR ADDITIONAL FOLLOW-UP AND DISCUSSION

A. Online suggestion box
B. Staff interest in:
   - Potential of group meetings
   - Potential of professional development seminar and fair
   - Potential of listservs

NEXT MEETING:

July 11, 2017, 10:00am to 11:00am ET