COUNCIL MEMBERS IN ATTENDANCE:

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

Also, in attendance: Ashley Morgan Daniel from Occupational Therapy

AGENDA ITEMS:

A. Academic Assistant Meetings
B. Follow-up on Professional Development Opportunities
C. Staff Survey

MINUTES:

ACADEMIC ASSISTANT MEETINGS

Lyndle opened the discussion by providing a brief history of the organic development of a regular meeting of the Academic Assistants. The Council discussed whether any further action was necessary on its part. The Council agreed that facilitating one listserv announcement about the Academic Assistant Meetings would spread the word about the development of the group and provide all interested staff the opportunity to join the meetings.

FOLLOW-UP ON PROFESSIONAL DEVELOPMENT OPPORTUNITIES

Lyndle polled the Council and asked if anyone had obtained any feedback on staff interest in professional development opportunities. Council members who work with areas that have regular staff meetings provided feedback they have received:

1. There is interest in professional development.
2. There is interest in both listservs and meetings, with some staff more interested in listserv contact and other staff more interested in opportunities to meet face-to-face.
3. There is interest in seeking mentoring and being a mentor.

Additionally, one staff member expressed interest in facilitating better use of the PHHP Calendar.

STAFF SURVEY

The discussion then turned to whether the Council should seek more formalized feedback by means of a survey. Lyndle noted that CoN’s Staff Council surveyed the CoN staff and performed focus groups to obtain staff feedback.

The Council debated the relative pros and cons of implementing a survey. Themes from the discussion included:

- Paying special attention to the scope of the questions in an effort to poll for information related to the Council’s mission
Staff Council
University of Florida
College of Public Health and Health Profession
Tuesday, July 11, 2017
10:00am to 11:00am ET
Minutes

- Professional Development and Growth
- Communication
- Barriers to Retention
- Advancing a culture that values diverse contributions and perspectives

- Acknowledging that a survey might result in feedback that fell under the category of grievance
  - Working with the Dean and Human Resources on development and implementation of the survey
  - Accepting the risk of grievance-type feedback in order to develop a better understanding of how the Council’s current potential projects actually align with staff needs and wants

- Aligning questions to areas or issues where the Council can act in response to employee needs and wants
  - Taking some form of action based on survey results
  - Building credibility through the process

- Keeping the survey short.

The Council agreed that each member would develop three potential survey questions and submit them to Lyndle. Lyndle, Mauren, and Truly will compile the suggested questions for review at the next meeting.

ITEMS FOR ADDITIONAL FOLLOW-UP AND DISCUSSION

A. Online suggestion box
B. Staff Survey
  - Follow-up items based on survey response
    - Potential of group meetings
    - Potential of professional development seminar and fair
    - Potential of listservs

NEXT MEETING:

August 1, 2017, 10:00am to 11:00am ET