COUNCIL MEMBERS IN ATTENDANCE:
Kristen Cason, Truly Hardemon, Meghan Jacobsen, Amy Ladendorf, Doug Martin, Vickie Piazza, Matt Picket, Mauren Piucco, Amanda Starling, Lyndle Toth

AGENDA ITEMS:
A. Council Member Change
   a. Update regarding by-laws
B. Follow-up from subcommittees
   a. Professional Development Day
   b. Online Submission Form
   c. Climate Survey
C. Other Ideas

MINUTES:
COUNCIL MEMBER CHANGE
Lyndle opened the meeting by introducing Ms. Vickie Piazza as the new representative for Epidemiology.

Lyndle noted that she has not had the opportunity to seek further clarification on the bylaws. Fortuitously, Vickie is also a Research Coordinator, so her appointment to the Council further balances the Council’s representation.

FOLLOW-UP FROM SUBCOMMITTEES AND NEXT STEPS
Lyndle opened the floor for sub-committee updates.

a. Online Submission Form

   The subcommittee presented the draft forms and asked that feedback for changes be provided by Monday, December 11th. The Council agreed that the final draft should then be presented to Dean Stephanie Hanson for review and comment. Upon Dean Hanson’s approval, the subcommittee will arrange to have the forms created on the website.

   The discussion related to the forms also grew into a discussion of whether the council should request its own website. After weighing the pros and cons, the Council came to a consensus that we should allow the web presence to grow organically. Once we have a better idea of the traffic to our pages and a better sense of how much content we will have to share, we can make appropriate requests for additional resources.

b. Professional Development Day

   The subcommittee met again and discussed the proposed agenda provided by UF Training and Organizational Development. After further discussion, the subcommittee was concerned that we were trying to meet an artificial deadline of early spring while losing some of the original flavor
and excitement for the day. Specifically, aiming for February could be placing undue pressure on the Council to settle for a less meaningful and useful event. The core goals for the professional development day are to generate excitement and to provide a useful, interesting event.

Through discussion, it was also noted that we have a question in the upcoming climate survey related to employee interests in professional development. However, the survey will be going out early in 2018, and we will not have the results in time to implement them for a February event.

This combination of factors led the Council to a consensus that the Professional Development Day should be targeted for Summer 2018 instead of Spring. Planning will move forward with the new timeframe.

c. Climate Survey

The survey was approved by Human Resources. The next step is to present the survey at the next ELC. The plan remains for us to implement the survey in January.

During this update, Lyndle sought clarification on a point from previous discussion regarding having the survey include an item designating what “area” the employee represents. The Council discussed and decided to include a dropdown for the employee to designate their general job category:

- Academic
- Administrative
- Clinic/Scientific/Technical
- Research
- Fiscal/HR

OTHER IDEAS

The Council took a moment to look back over the year, and we agreed that our first eight months have allowed us to build a rapport and make productive steps forward.

NEXT MEETING:

January 16, 2017 (Pending Confirmation)