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

AGENDA ITEMS:
1. Vote on survey question
2. By-laws
3. Follow-up on pending projects-
   a. Online Submission Form
   b. Professional Development Day
4. Other ideas

MINUTES:

VOTE ON SURVEY QUESTION
Lyndle opened the meeting with discussion and vote on what categories should be included in the drop-down selection for choosing an employment category on the survey.

The Council decided on the following broad categories:

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

BYLAWS
Lyndle drew attention to the bylaw requirement that the first Council’s membership terms be staggered with one half of the representatives serving only one year. She asked that each Council member give thought to who should rotate off and who should remain. She will call for volunteers for the one year terms. In addition, Lyndle proposed that the Council consider the relative pros and cons of having her step down, since she (as president) would sit as a non-voting member following her term. The Council discussed how attrition had already changed membership for one seat. The Council also discussed whether or not at-large members sit for a full term or sit only for as long as there is a deficit in representing a certain group. This item will be brought back to the Council again.

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

The submission form will be sent to Dean Stephanie Hanson for review. Ms. Jill Pease will assist with whatever the Council needs to facilitate the posting of the form in WordPress.

b. Professional Development Day

The professional development day has been postponed pending the results of the survey.

c. Climate Survey

The committee discussed the pros and cons of administering the survey ourselves versus having HR (or another Dean’s Office unit) administer the survey.

OTHER IDEAS

Encourage completion of the Parking Survey

The next college-level meeting will be on March 3, 2018

NEXT MEETING:

February 6, 2018 10:00 am