

minutes

CEAS Staff Council																																									
1.27.2017	11:30 am	EN 1060/1062																																							
Meeting called	Kris Brewer, President																																								
Type of	Regular																																								
Note taker	Michele Foist																																								
11:30 a.m.	Open potluck lunch for all staff in attendance.																																								
Opening																																									
	Kris Brewer																																								
	<i>Opened the meeting and welcomed all attendees.</i>																																								
1. Dean Michael Pishko																																									
<i>Discussion</i>	<i>Welcome message from the Dean; appreciation for the staff' willingness to re-engage with CEAS leadership to improve the college.</i>																																								
Conclusions	Council leadership will attend the Dean's leadership meetings regularly.																																								
2. WyoCloud Implementation																																									
10 min	Megan Barber																																								
<i>Discussion</i>	<i>Student Reporting system to go live in March; Financial system to go live in July; HRMS to go live January 2018.</i>																																								
Conclusions	Cost analysis and ROI is the benefit of the new student reporting, not to replace banner or über reporting.																																								
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3. CEAS Staff Resource Guide (formerly Staff Handbook)																																									
15 min	Kris Brewer, Gale Bandsma, Michele Foist																																								
<i>Discussion</i>	<i>Went over the old handbook and plans for the revisions. Asked for the "experts" to write a new section we can publish. Everyone in attendance agreed for their parts. Will contact others to help.</i>																																								
Conclusions	The entire handbook needs to be updated and more expansive. The current document will be put on OneDrive and shared to everyone for updating. Kris will also send it out via email.																																								
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Computer Services	Cheryl Hilman	May 1, 2017
Facilities Operations	Mike Schilt	May 1, 2017
IT Services	Vic Bershinsky	May 1, 2017
Alumni & Outreach Activities	Baillie Miller	May 1, 2017
Marketing & Recruitment	Ann Jones/Kenya Johnson	May 1, 2017
Websites	Cheryl Hilman/Andy Chapman	May 1, 2017

4. Staff Council Constitution & Bylaws

5 min	Kris Brewer
<i>Discussion</i>	<i>Review of necessary changes or updates recommended.</i>
Conclusions	This will be done, but no clear timeline was decided.
Action Items	
Leadership committee to review/update.	Person Responsible: Kris Brewer Deadline: April 1, 2017

5. Dean's Council-Leadership Meeting Recap

15 min	Kris Brewer
<i>Discussion</i>	<i>Engineering Summer Program (coordinated by Teddi) for Students, Counselors & Teachers.</i>
Conclusions	Depts. asked for teaching & content. Money (\$750) available to help depts. with making videos.
<i>Discussion</i>	<i>Special Program for HS Counselors coming next week.</i>
Conclusions	Depts. asked for demos and presentations.
<i>Discussion</i>	<i>VISTA Program (Civil & Architectural) for students</i>
Conclusions	Provides real-life job expectations for the students. Could be adapted for all programs to use. Proposed possible "for credit" class for FR/SO/JR students.
<i>Discussion</i>	<i>Strategic Planning – Outside consultant firm "Credo"</i>
Conclusions	Community day for the college on Feb. 9, 1 pm @ WyoUnion.
<i>Discussion</i>	<i>FE Results lower for all college depts. Participation seems lower.</i>
Conclusions	Students sign up through Laurie's office and there is a limited number of attempts within a timeframe.
<i>Discussion</i>	<i>Faculty Sabbaticals approved for next academic year.</i>
Conclusions	3 faculty requested and all approved.
<i>Discussion</i>	<i>CPM has been reinstated for faculty positions across campus.</i>
Conclusions	Requests still go through our Dean first. Staff CPM never changed.
<i>Discussion</i>	<i>CEAS Fee Proposal</i>
Conclusions	Returned for more information. Current fees still in force.
<i>Discussion</i>	<i>Professor of Practice designation</i>
Conclusions	Approved by Trustees in December. Several within the college will have their titles changed.
<i>Discussion</i>	<i>Energy Initiative Speakers (Graduate Seminars)</i>
Conclusions	Upload info to the website and send flyer w/ announcement to Nikki.
<i>Discussion</i>	<i>Staff Development</i>
Conclusions	Dean Pishko is very supportive of staff professional development. Any issues getting training, on or off-campus, should be reported to him. He keeps an open door policy.
<i>Discussion</i>	<i>Staff Morale/Recognition</i>
Conclusions	Dean Pishko has tasked the council to work w/Mara and develop the social events for the upcoming months. Megan will provide budget information and event parameters.

6. Future Staff Council Meeting Schedule

2 min	Kris Brewer
<i>Discussion</i>	<i>Discussion of different days & times for future meetings. Suggested to keep the schedule for all</i>
Conclusions	All were in favor of moving to the last Friday of the month, 9 am and continuing the potluck style.
Closing	
	Kris Brewer
	<i>Next meeting will be February 24, 2017 @ 9:00 am.</i>