

OARDC Staff Council Meeting

Meeting House

April 2, 2008

Present: Mike Kauffman, Kelly King, Sarah Elvey, Lisa Miller, Laura Chapin, Betty Aylsworth, Cindy Coy, Susan Dimit, Jenny Moysenko

Absent: Kim Brown, Dave Drake, Loren Harper, Diane Hartzler, Eileen Kieffaber, Candace Pollock, Kristen Willie

Mike called the meeting to order

Lisa moved to accept the March minutes, Cindy seconded the motion, and the minutes were approved. Minutes from the Staff Forum will be reviewed at the next Council meeting.

Laura presented for the Communications Committee. The committee will be working on the next issue of the Newsletter to be distributed in May. Staff Council website has been updated to include our Columbus Communications Representative, Candace Pollock. An email communication will be sent to the campus when the Staff Forum online video is available for viewing. The Committee was wondering if there were any issues brought up during the Staff Forum breakout sessions that they should address.

Jenny presented the Treasurer's Report. As of April 2, Staff Council has \$1,632.96 balance.

Betty presented for the Administration Committee. Nominations for next year's Council officers will be completed in April. An email will be sent to Council asking for nominations. You must clear it with an individual before you can nominate them for a position. When the nominations are complete, a slate will be compiled. Voting will occur in May via email. Mike explained each officer position with reference to the Bylaws.

Sarah presented for ATI Staff Council. ATI Council received good feedback from the Forum. She mentioned that the ATI breakout session needed more time.

Approximately 100 people attended the Staff Forum. The timeline for the event worked well, with a couple exceptions: time should have been allotted in the schedule for "Welcomes and Introductions" and to migrate participants from the refreshments to the auditorium. As a result, the breakout sessions began late. Council thinks having the Forum presentations available for staff not on OARDC campus is important; this issue can be addressed during planning stage for the 2009 Forum. Fisher Auditorium was very large for the number of people in attendance. Next year the back rows and side sections in the Auditorium should be roped off to encourage participants to sit closer to the front, or a smaller venue could be used, such as Shisler. The breakout sessions were received well by the few people that attended each. In the Human Resources Breakout Session, discussion focused around prescriptions, Care Allies, Health Fair, Lunch and Learn programs, and Childcare Reimbursement Program. Facilities Breakout Session participants discussed Fisher Auditorium use by outside groups and current Facilities projects on campus. The individuals participating in the Campus Life Breakout Session discussed wellness communications, work from home policy, Columbus-campus mail reduction, supervisors allowance of staff to participate in campus event by supervisor, and staff awards. The question was raised if Council should give speakers a more focused topic to cover for their presentations. Kelly stated that this may be necessary since this year's presentations focused on academics while the audience is mainly service. Sarah stated that ATI Staff were not familiar with the topics presented

regarding OARDC. In general, Council thinks we could leave the Breakout Session topics as is and ask speakers to present on selected topics to which the audience will relate. If we do select topics for the speakers, we will need to give them the topic well before the Forum. One topic that may be interesting to staff is the Strategic Plan. Other appropriate topics may be current construction project updates; other timely topics could be discussed. The involvement of the Arboretum was mentioned. Lisa suggested that a panel discussion may be effective; this may necessitate separate panels for ATI and OARDC. In previous years, cards were passed out to the audience to write questions on instead of passing a microphone; this may increase the number of questions received during the Forum. Cindy questioned how we could increase attendance at the Forum. Advertising presentation topics could draw a larger crowd. When Council plans for next year's Forum, the original purpose of the Forum should be remembered: an overview of OARDC and the College.

Kelly presented on the Development Committee. Sarah and Kelly have been working on the Exercise survey and it will be sent via email in the next month. Participants will have the option to either reply to the email or print a copy and send responses via campus mail. A recycling survey will be sent out to OARDC after the WCSGGF. The goal of this survey is to increase knowledge and participation in the OARDC Recycling Program. The Candy Bar sales continues to go well. Council will sponsor a food drive at the end of May, and Diane will be the head contact for this drive. We will start a new newspaper recycling fundraiser with WayCo, which is offering \$0.01/lb of newspaper and \$0.02 for every pound over 500. This fundraiser will start at the end of April and may run monthly depending on participation. Trucks will be located in Fisher parking lot for the collection. To encourage people to participate, incentives may be needed; money can go to fitness equipment, recycling bins, prizes at FunFest, or participants can be entered into a memorial tree drawing. We will run this fundraiser as a trial at first. Communications Committee will advertise for it.

There is no new news regarding the Bicentennial Parade.

A volunteer sheet was passed for the WCSGGF Staff Council display.

Jane Douglas has asked Staff Council to help as volunteers at the Health and Wellness Fair.

FunFest 2008 will be planned during Staff Appreciation Week, August 18-22. Tentative date is August 21, but any other day that week would be fine except Monday. Day with the Staff will occur on the same day as FunFest; Administration Committee will head this effort. Mike will work with the Administrators' schedules for Day with the Staff.

The next Staff Council regular meetings were scheduled for June 4 and August 6, 1:00pm, Meeting House.

Susan moved to adjourn the meeting, and Laura seconded the motion. The meeting was adjourned.

Respectfully submitted,

Laura Chapin, secretary

