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| UF CON Staff Council Executive Board |
| Minutes | May 6, 2015 | 9 p.M. EST | UF CON Staff CouncilExecutive Board Meeting |
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| Meeting called by | UF CON Staff Council Executive Board |
| Type of meeting | Face-to-face |
| Facilitator(s) | Kelly Reid |
| PRESENT | Kelly Reid, Todd Fraser, Dawn Alexander, Anna Suggs, Karen Bender |
| EXCUSED |  |
| ABSENT | N/A |
| **Agenda topics** |
| Welcome | Welcome |
| Minutes | Minutes from the April 13, 2015, meeting were approved. |
| **TOPIC: FOLLOW-UP STAFF SATISFACTION SURVEY (A. SUGGS)** |
| DISCUSSION | Kelly will get approval from the Dean to survey the staff. The group agreed that at the June meeting, each member will bring two to three questions that could be used on the staff satisfaction survey this summer. Kelly will send the Executive Board the focus group results to help with the question development. All agreed the questions should include results from last year’s focus group and new questions that allow staff to form their own answers. |
| CONCLUSION | The staff satisfaction survey will be developed during the next Staff Council meeting following the Dean’s approval.  |
| ACTION ITEMS | Kelly will ask the Dean’s approval of conducting a staff survey and will send the Executive Board the results of last year’s staff satisfaction focus groups. Each member of the Executive Board will develop two to three survey questions to bring to the next meeting. |
| **TOPIC: STAFF COUNCIL VIDEO ON WEBSITE (K. REID)** |
| DISCUSSION | Mehmet has volunteered to use his video production skills to help develop a video presentation highlighting the College of Nursing Staff Council to be placed on the website. The purpose of the video will be to showcase the history of the Staff Council, how it was formed and the work it has accomplished. One of the goals of the video is to share it with other colleges at UF to encourage them to develop their own Staff Council. Anna recommended having interviews with the Staff Council President and Dean about what the Staff Council means to the College. There could also be interviews with one or two other staff members about how Staff Council has helped the College. |
| CONCLUSION | The group will further discuss the video during the next meeting and get a plan to proceed. |
| ACTION ITEMS | N/A |
|  | **TOPIC: PARKING DECALS (A. SUGGS)** |
| discussion | Anna requested an orange decal with Transportation and Parking Services this renewal period and her request was denied, so she had to purchase an official business decal because she needs to be able to park in orange. She called TAPS to inquire about HSC employees being defaulted to blue decals, especially since the available blue decal parking has dwindled. She spoke to the assistant manager and he suggested she send an email to the TAPS director outlining the concerns and why CON employees should have the option of purchasing an orange decal instead of having to spend over $100 more to have the official business decal. The Executive Board discussed parking and decal options and members decided to go back to their respective areas and ask what decal other staff members buy. Anna will draft an email to the director asking for the CON decal assignment to be re-evaluated so that orange is an option as well as blue. |
| conclusion | The College of Nursing is considered part of the HSC and is assigned the blue decal parking, although blue parking has decreased and orange parking is closer. In order to have access to orange, purchase of the official business decal is required, which costs over $100 more. Many feel we should have the option between blue, orange and official business.  |
| action items | Members of the Executive Board will query other staff members to find out what decal they purchase. Anna will draft an email to the TAPS director detailing the concerns with decal assignment and requesting it be re-evaluated. |
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| Next Meeting  | June 3, 2015 at 9 a.m.Topics will include: Staff satisfaction follow-up survey |

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| Adjournment | Meeting adjourned at 10 A.M. |