Exempt Staff Council Meeting Minutes  
Thursday, August 20, 2015  
1 – 4 p.m., ASC 234 (St. Paul)

Members present: Brad Pulles, Kim Herrema, Jessica Gjerde, James Hammar, Ghislaine Ball, Kate Burke, Joanie Kyllo, Matthew Logering, Matthew Wash

Approved July meeting minutes.

A. Welcome and budget update from Brad Pulles  
   a. Note on rebranding efforts - let's make sure we evaluate whether giveaways could use new branding in giveaways, etc.

B. Communication Update: James discussed survey sent in on behalf of Educating for the Future task force.  
   a. 70 total responses were received which Brad will share with the task force

C. Proposal for incorporating ESC in Strategic Planning Committees (Jessica) - Brad will present our proposal to Human Resources tomorrow and solicit feedback. Some additions discussed by committee.

D. Strategic goals for 2015-2016  
   a. Brainstorming ideas:  
      i. Increase happy hours to quarterly  
      ii. Partner with other groups (sustainability, etc.). Create more formal relationships.  
      iii. Staff website focused on events, internally and externally (Yammer?). We might make recommendations to Human Resources but not necessarily own the implementation of such efforts. Make sure staff knows what is available to them. Discuss at new employee O&R and provide materials in their packets.  
      iv. Mentorship program (make recommendation to Human Resources).  
      v. Make one of our forums more social and centered around team building and fostering connections with staff you don't know.  
      vi. ESC calendar or push out events to get people to actually put events on their outlook.  
      vii. Sharing information about outreach efforts, blood drives, etc. that others can get involved in.  
      viii. Improving communications by making small adjustments to our website (Facebook button, leave a comment link, change picture).  
      ix. Have one ESC event each month to feature online, Facebook. Tap into events at UST to support mission and deliver content.  
      x. Joint ESC and NESC event with outside speaker and make encourage staff to mix together. Speaker topic might include focus on One University.

E. Committee agreed upon three actionable goals:  
   a. Have one featured event each month to promote networking and drive content on website to post to social media. (Ghislaine and James)  
      i. Can we make any events family friendly?
b. Promote exiting tools and communicate other opportunities for internal and external involvement. (Kim and Matt Wash)

c. Make adjustments to forums to make it more social and focused on team building. (Brad and Joanie)

F. Ideas for brown bags: presentation from new CIO on UTAC progress and perhaps fringe benefits talking about changes to tuition remission.

G. New employee orientations sign ups.
   a. Sept. 16 - James & Joanie
   b. Oct. 21 - Ghislaine & Kim
   c. Nov. 18 - James & Jessica

H. Giveaways for new employees: UST coffee mug, ESC coaster, ESC notepads, button. Matt Logering will evaluate current giveaway packet and look at new ideas for giveaways to assess whether there are other things we could/should use.

I. Future meeting dates:
   a. Sept. 15 @ 9 am in MPLS
   b. Oct. 14 @ 9 am in STP
   c. Nov. 18 @ 9 am in MPLS
   d. Dec. 9 @ 9 am in STP
   e. Jan. 13 @ 9 am in MPLS
   f. Feb. 10 @ 9 am in STP
   g. Mar. 9 @ 9 am in MPLS
   h. Apr. 20 @ 9 am in STP
   i. May 11 @ 9 am in MPLS

J. Discussion of parking pass renewal process request from Susie Eckstein. Brad will ask Parking Services on behalf of Exempt Staff to consider sending information by both email and in the mail so that employees who work at a computer can access their renewal quickly online.

K. Committee assignments for 2015-2016 academic year:
   a. Budget - Kim
   b. Wellness - James & Matt Logering
   c. UTAC - Matt Wash
   d. Fringe - Kate & Joanie
   e. Sustainability - Ghislaine
   f. Diversity - Jessica & Joanie