

# Andrews University

## Staff Senate

*Minutes for meeting held November 20, 2018.*

**Present:** Carolina Jones, Chair; Aaron Moushon, Vice Chair; Laura Carroll, Deby Andvik, Lorena Bidwell, Elynda Bedney, Wanda Cantrell, Daniel Johnson, Brenda Francis, A'Lisa Lashley, June Price, Aimee Regoso

**Members Present**

**Regrets:** Martin Bradfield, , Myrna Constantine, Steven Nash, Michael Nixon, and Rahel Wells

Motion to approve the minutes for September 17, 2018.

**Approval of Minutes**

Approved

Breakout sessions were really good. How was the date of the institute? Overall it was a good date.

**Staff Institute**

Improvements to consider:

- Communication (More information about the break out session.)
- Sign up online (paper sign up was a bottle neck)
- Have slightly longer breakout sessions and breaks in the afternoon.

What is the purpose?

- Set the tone for the year
- Community building
- Staff development
- Have more interaction with each other.

Four times a year and as needed if there are pressing matters. Have invitations and encourage staff to come.

**General Staff Meeting**

What is the purpose?

- Updates on University business.
- To have staff representation for a way to have a voice for University committees.
- To have discussions before decisions are made.
- Policy approval.
- To have a purpose and mission.

What are some Job Satisfaction benchmarks from other organizations? What is our target?

**Staff Engagement Survey**

Consider looking further into:

Reviewing the tool, process and purpose of evaluation process.

Workload

Policy

Committee would like to see:

A visual representation of what are positive/negative top 5 of each are.

Discussion on Wellness membership

6:37pm

General Staff Meeting

Agenda

Adjourned

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Carolina Gomez-Jones, Chair

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Laura Carroll, Secretary

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Aaron Moushon, Vice-Chair