

UAB Staff Council

General Minutes

Thursday, March 16, 2017

8:30 a.m.

I. Welcome:

A general meeting of the UAB Staff Council was held in the Edge of Chaos, 4th floor of the Lister Hill Library on March 16, 2017. The meeting convened at 8:31 a.m. with Ginger Hattaway presiding, Amy Dean secretary.

II. Introductions:

Members of the Executive Committee in attendance:

Amy Dean	Donna Dixon
Ginger Hattaway	David Rhodes

Members of the General Council in attendance:

Lauren Antia	Amy Atkisson	Cyndi Ballinger
Lotoya Beard	David Beeching	Chris Boutwell
Jennifer Breland	Scott Carson	Hilary Carter
Laine Chapman	Heather De La Piedra	Valerie Dubose
Ron Espanan	Mary Foster	Leandrae Graham
Dan Guarnieri	Brian Hagan	Kim Hazelwood
Anne Marie Karaki	Deborah Littleton	Erika Mack
Molly Moran Lerew	Lori Naramore	Edward Reynolds
Jennifer Spears	Stefanie Varghese	Tashara Walker
Erin White		

Members of the Council with excused absences:

Reid Adair	Michelle Henry	Marla Townsend
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Members of the Council not in attendance:

Anita Belcher	David Dada	Jonathan McNair
Tina Phillips		

Alternate Representatives, Guests, and Ex-Officio Present:

Kristin Chapleau	Matt Copeland	Christina Carrier
Robert Dean	William Edwards	Shira Fogel
Paula Garman	Gregory Green	Bambi Ingram
Jason Johnson	Julie Price	

Is Quorum Present? Yes

III. Approval of Minutes from February:

a. Motion for the approval of the February 2017 Minutes.

- i. Donna Dixon moves the motion.
 - ii. Ginger Hattaway seconds the motion.
 - iii. Accepted by all.

- IV. UAB Sustainability- Julie Price
 - a. Sustainability- Meeting the needs of today's society without jeopardizing the ability of future generations to meet their needs.
 - b. Population Growth:
 - i. We add 80 million people each year.
 - ii. Population expected to double in 58 years.
 - c. Technology, sanitation, medication, and food increase population. Death rates continue to drop, but birth rates do not.
 - d. Earth carrying capacity is currently 2 billion prosperous people, 33 billion very poor people.
 - e. We are using renewable resources 50% faster than they are being replenished.
 - f. There are 3 spheres of sustainability: Social, Environmental, and Economic.
 - g. UAB Sustainability Initiatives:
 - i. Flagship programs like energy management and recycling.
 - ii. Individual and departmental effort.
 - iii. Combined efforts of Sustainability staff, interns and committees members to drive strategy and develop programs.
 - h. UAB participated in the Association for the Advancement of Sustainability's (AASHE) Sustainability Tracking, Assessment and Rating System (STARS) program to gauge sustainability.
 - i. UAB received silver level
 - i. UAB Sustainability will have a 5-year Strategic Plan
 - i. Based on the AASHE Star data and will also look at peers to see what is feasible, what is reasonable, and what is impactful.
 - ii. Will form working groups based on the 5 STARS topic area: Academics, Engagement, Operations, Planning and Administration and Innovation.
 - j. For more information:
 - i. Visit Website: www.uab.edu/sustainability
 - ii. Email: julieprice@uab.edu or sustainability@uab.edu

- V. Organizational Learning and Development- William Edwards
 - a. Organizational Learning and Development's main goal is to improve UAB as professionals.
 - b. They can help staff members grow and develop themselves.
 - c. Organizational Learning and Development have a new website based off 3 best practices: Training, Interacting/Collaborating and Doing.
 - <http://www.uab.edu/humanresources/home/learndev>
 - d. They would like for each representative to ask for 10 minutes at next all staff meeting to talk about who they are and how they can address specific needs.
 - i. Email William Edwards with date, time and location: wre@uab.edu

- VI. Information Technology- Shira Fogel and Jason Johnson

- a. Information Technology (IT) are in their first year of a 3 year strategic plan and have developed a UAB IT Community Engagement Plan.
 - i. The purpose of the plan is to improve UAB IT's engagement with their customers.
 - ii. They will develop best practice based guidelines for co-authoring, collaboration and communication.
 - iii. They plan on creating customer profiles focused on communication and technology preferences.
- b. To create profiles of preferences, will conduct "60 second" customer profile surveys March 20th- April 7th.
 - i. Survey will have standardized, closed ended questions.
 - ii. Survey will be hosted on the IT Website
 - iii. It will be advertised through IT newsletter, Greenmail, eReporter, websites, social media and in-person.
- c. Results:
 - i. Increased engagement with UAB IT customers.
 - ii. Improved deployment of IT services.
 - iii. More relevant IT service portfolio.
 - iv. Greater overall customer satisfaction.
- d. IT is requesting help from the representatives to get information about the survey out to their individual units.
- e. For questions, please email Jason Johnson, jasonjohnson@uab.edu

VII. Announcements

- a. Engagement Survey begins April 12th
 - i. Encourage colleagues to take survey.
 - ii. There will be the option to opt-in to qualify for prizes.
 - iii. Visit www.uab.edu/engage for a timeline.

VIII. Committee Updates:

- a. Institutional Pride- Mary Foster and Laine Chapman
 - i. The Institutional Pride Committee will be hosting a Dragon Wagon event on March 22nd from 1:00-2:00 p.m. to promote spirit across campus.
 - ii. Dr. Lucas will be joining.
 - iii. There will be 4 stops: Administration Building (1:00 p.m.), Hill Student Center (1:20 p.m.), Business and Engineering (1:40 p.m.) and Softball fields (2:00 p.m.).
 - iv. Motion to approve the Dragon Wagon initiative.
 - 1. David Rhodes moves the motion.
 - 2. Ginger Hattaway seconds the motion.
 - 3. Accepted by all.
 - v. UAB Family Day on the Diamond, April 8, 2017:
 - 1. There is a need for representatives to hand out food, please sign the sign-up sheet if interested.
 - vi. There is now a campus-wide Institutional Pride committee.

- b. Events and Activities- Cyndi Ballinger
 - i. The Events and Activities Committee would like to hold the 1st Annual campus-wide staff appreciation week, April 24th-28th, 2017.
 - ii. Each unit will be encouraged to participate.
 - iii. Cyndi has drafted an email for each unit's representatives to send to their decision makers to get buy in.
 - 1. Please send unit's idea by March 31st to Cyndi Ballinger cknight@uab.edu
 - iv. Motion to approve organizing staff appreciation week.
 - 1. Jennifer Spears moves the motion.
 - 2. David Rhodes seconds the motion.
 - 3. Accepted by all.
 - c. Staff Development Committee- Amy Dean/David Rhodes
 - i. The Staff Development Committee proposed the formation of a campus-wide staff mentoring program.
 - 1. Hope to have it in place by January 2018.
 - ii. Three subcommittees will be formed to accomplish this:
 - 1. Best Practices- led by Amy Atkisson amvatkisson@uab.edu
 - Mission/Vision/Goals
 - External Environment Analysis
 - Defining mentor/mentee
 - 2. Process- led by Donna Dixon dthrower@uab.edu
 - Application/Vetting
 - Training
 - IT
 - Rules/Guidelines
 - 3. Quality, Outcomes, Sustainability- led by Amy Dean asdean@uabmc.edu
 - Incentives (letters of recognition, etc.)
 - Recruitment
 - iii. If you or someone from your unit is interested in joining one of the subcommittees, please email the leader of that subcommittee.
 - iv. Motion to approve the formation of a campus-wide staff mentoring program.
 - 1. Stefanie Varghese moves the motion.
 - 2. Molly Lerew seconds the motion.
 - 3. Accepted by all.
- IX. New Business:
- a. Closing for spring break has been brought up to Administration.
 - b. Next meeting, April 20th at 8:30 a.m. at the Edge of Chaos, 4th Floor of Lister Hill Library.
- X. Adjournment: The meeting was adjourned at 9:46 a.m.