The meeting was called to order at 11:35 by Chair Steve Ingram.

**Council Members in Attendance:** Janice Birdwhistell, Office of the Dean; Lousetta Carlson, School of Library and Information Science; June Horn, School of Journalism and Telecommunications; Steve Ingram, Department of Communication; Scott Johnson, Technology; Mary Ann Nestmann, Member-at-Large and Emily Sallee, Student Services.

**Guest:** Heather Burke, School of Library and Information Science.

**Approval of Minutes from February:** Scott Johnson moved that we approve the minutes with no corrections. Emily Sallee seconded. Motion carried.

**Introductions**
There were no introductions.

**Announcements**
There were no announcements.

**Old/Continuing Business**

**Staff Council Calendar:** The calendar is functional and Mary Ann Nestmann plans to add any SC recurring event/activity dates. The Calendar is intended to be a reminder system for Staff Council and include regular annual events and important dates (election, lunch with Dean, etc.). Scott Johnson suggested that the Council members review Calendar postings (once Chair Ingram has added information) and also verify that SC has access.

**Maintaining Plaques:** All plaques have been hung. One plaque needs to be moved closer to the others and will be done once a work order is completed.

**Worklife Survey:** Question and topic changes were made to the draft Staff Survey prepared by Scott Johnson. A category on Work Environment was added as well as questions on communication which will be added under Awareness and Available Services. It was suggested that employees be referred to as exempt and non-exempt not hourly and salaried; some questions may need a rating scale while others may provide choices i.e. air quality, noise, and lighting, heating or cooling; open-ended questions may also be part of the survey.

It was the consensus of the group that the survey be completed and ready for release by the College Assembly meeting on April 23 and we close the survey on April 28. This will allow us time to review the results before a new Council is elected. Mary Ann Nestmann took notes on the questions and changes and will add them to the draft survey. Scott Johnson can prepare the survey in Qualtrics. Qualtrics can summarize the results very quickly. We all need to promote the survey to our areas or representation. We will also show the survey to the Dean.
Inviting UK Benefits to our April Meeting: Benefits has been contacted and Chair Ingram will talk with them to confirm arrangements. They have agreed to attend.

New Business
Lunch with the Dean: The Spring 2014 lunch with the Dean is scheduled for April 14. The Fall 2013 lunch with the Dean on November 18 staff members included Jonathan Clifton and Diana Burdette. Tim Mandel was selected but was not available to attend. Other staff that have had lunch with the Dean include Amy Triana, Maggie Chapman and Lisa Brown.

With no further business the meeting was adjourned at 1:15.