The meeting was called to order at 11:32 by Steven Ingram.

**Council Members in Attendance:** Erin Berger, Member-at-Large; 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.

**Other Staff in Attendance:** Heather Burke, School of Library and Information Sciences.

**Approval of Minutes from July:** Mary Ann Nestmann moved that we accept the minutes with the corrected wording on the award amounts. Lousetta Carlson seconded. Motion carried.

**Approval of Minutes from August:** Mary Ann Nestmann moved to accept the minutes with the addition of the $350 award amount. Erin Berger seconded. Motion carried.

**Announcements**
Lousetta Carlson introduced Heather Burke. She is a graduate of SLIS and is their new Student Affairs Officer.

Mary Ann Nestmann suggested that we add an item to the agenda to introduce new staff in attendance. Item will be added to future agendas.

Steven Ingram announced that the new staff award was approved and the existing staff award amount was increased. Erin Berger announced that an advising award had been added that is open to all faculty and staff with advising in their DOE or JAQ. Janice reminded everyone that the Staff Council needs to select the two staff award recipients. Faculty Council will select the new advising award. Steven Ingram will add the item to the next agenda.

**Old/Continuing Business**
20th Anniversary Event (CI Celebration): The event has been moved from Dec. 13 to Nov. 8 and will be held at Spindletop. It will not include any student awards. Student awards will be recognized at a separate event during the spring semester. The cost per ticket will be $40 and will include the reception, dinner and an anniversary memento. All staff will receive an electronic Save the Date.
**New Business**

Scott Johnson suggested that we work with Jonathan Clifton and or Maggie Chapman to find a way to make CI staff aware of staff openings/new positions in the College.

The Staff Council agreed to sponsor another community service project with the Hope Center. June Horn will contact the Hope Center and will be responsible for publicizing the project throughout the College. We will also collect items at the Dec. 13 event the Dean is hosting.

Steven Ingram then introduced Dean Dan O’Hair and asked him to talk about his vision and goals for the College.

The Dean talked about some of the projects we would be handing in the coming weeks. The College Strategic Plan is expiring and we will be creating a committee soon to formulate the new plan. The Dean wants at least two staff members, 2 faculty from each area, and possibly two members of the Dean’s Office staff to be on the Committee. They will probably meet one day a week for 8 weeks. He mentioned the Provost/University goals of undergraduate student success, graduate studies, research, facilities, workplace climate (which includes diversity and inclusion) and engagement.

The Dean wants to stress the following with CI faculty and staff: collaboration, civility, and cooperation among our areas. He will be setting up a reward fund to reward collaboration across the units. He also wants to look at the faculty ranks more closely and the faculty/student ratio in order to do more strategic hiring. He will redouble our efforts towards CI student success. The focus will be on quality and not quantity. He will have a renewed emphasis on development activities. He will look at creative ways to establish and fund a new broadcast studio, possibly in one of the new dorms or in King if space becomes available.

He was asked what his plans are to increase staff numbers as faculty and student numbers grow? Can we do a human resources inventory? He said some of this would be determined once we had a better handle on our budget numbers. He has a four hour meeting scheduled in October with the Provost.

The Dean would also like to have a staff potluck in the spring to kick off the semester. He will provide main course, utensils and refreshments.

It was also suggested that a staff survey be done to measure the CI workplace climate. This would be helpful in determining staffing needs, plan for staff retraining, continued education and help understand staff needs or concerns.

With no further business the meeting was adjourned at 12:30 p.m.