STAFF COUNCIL REPORT
Matteo Becchi, Chair
November 2013

Key Issues:
Staff Council Representatives
Project Team and Committee Work Activities

1. <u>Staff Council Representatives, 2013-2014</u>

Staff Council Executives
Matteo Becchi (OIT), Chair
Celina Ryan (Facilities / HR), Co-Chair
Emily Curley (Office of Sustainability, VPF&T), Secretary

Staff Council Membership

Elyas Abubakr, International Student Advisor, International Student and Scholar Services
Matteo Becchi, Project Manager, Enterprise Systems, OIT
Andrea Carpenter, Career Management Advisor, Kogod Center for Career Development
Anna Castro, Administrative Assistant, Department of Justice, Law & Society
Emily Curley, Sustainability Coordinator, Office of Sustainability
David Fletcher, Career Advisor, School of International Service
James Helms, Administrative Assistant, Department of Government, School of Public Affairs (SPA)
Elizabeth Komoroski, Senior Administrative Assistant, Office of the Dean, SOC
Rachel Lesher, Prospect Research Analyst, WAMU
Jeremy Lowe, Acting Associate Director of Admissions
Kevin Mason, Manager of Investigations, Public Safety
John Mayhan, Space Management Analyst, Office of the University Architect
Elizabeth Nelson, Recruiter, Human Resources
Valerie Rauenzahn, Graduate Programs Coordinator, School of Education, Teaching and Health
Ashley Rozendaal, Academic and Life Skills Counselor for Student-Athletes
Celina Ryan, Facilities Training Coordinator, Human Resources
Tara Sabbagh, Systems Analyst, Washington College of Law
Adrian Sanchez, Systems Coordinator, Career Center
Kristen Sorensen, Assistant to the General Manager, WAMU 88.5
Sean Wilson, Support Services Associate, Facilities Management

Representatives to External Committees:

Benefits Advisory Project Team: Tara Sabbagh
Dining Services Project Team: Andrea Carpenter, David Fletcher
Disability Compliance Project Team: John Mayhan
Sexual Harassment and Prevention Project Team: Elizabeth Nelson
Staff Appreciation Week: Valerie Rauenzahn
Campus Beautification Committee: Valerie Rauenzahn
University Council: Matteo Becchi (ex officio as chair)
Budget Planning Committee: Matteo Becchi

Smoke and Tobacco Free Campus Project Team: Matteo Becchi (Steering Committee), Tara Sabbagh (Health and Wellness Committee), Emily Curley (Facilities Committee)
Middle States Reaccreditation Committee: Matteo Becchi
Faculty Senate Representative: Ashley Rozendahl

Representatives to Board of Trustees Committees:
Representative to Academic Affairs Committee: Jeremy Lowe
Representative to Alumni Affairs and Development Committee: Elyas Abubakr
Representative to Athletics Committee: Ashley Rozendaal
Representative to Campus Life Committee: Celina Ryan

2. **Activities**

Outreach
Staff Council invites departments across campus as guest speakers to our semi-monthly meetings, in the interest of knowledge-sharing and establishing connections with SC and a cross section of AU departments and divisions. Guest speakers have included HR Benefits, AU Dining Services, Middle States Reaccreditation Steering Committee, University Communications and Marketing so far.

Service Initiatives
Staff Council hosted its first Book, Media and Supply Swap (a first time addition to this event) on Wednesday October 16th in Bender Arena Lobby; over 6 boxes of books were donated to Better World Books. Additionally 43 boxes of office supplies were recycled during AU's National Recycling Day. Staff Council will host a second Book & Media Swap in the Spring, 2014, as well as a Professional Clothing Drive to benefit a local non-profit organization which helps community members start or enhance their careers. The Staff Council Annual Dollar Drive will commence on November 6 at the 2013 Staff Fall Luncheon. The money collected will support Martha's Table charitable programs.

Fall Luncheon
Over 300 staff members are expected to attend the annual Staff Council Fall Luncheon on Wednesday, Nov. 6th. Presentation topics include AU sustainability initiatives, upcoming dining service changes and new retail offerings. Additionally Staff Council is in the process of collecting survey responses from staff and will conduct an interactive "world café" discussion session during the luncheon (which is a type of focus group exercise) to generate live discussions and additional feedback and ideas.

Web and Communications
The Web and Communications Committee, tasked with administering the website, social media and crafting outgoing communications from the Council to the AU community, is working hard to strengthen uniform and consistent branding, advertising and outreach on behalf of the Council. With its new structure in place as of spring 2013, the Committee has since highlighted three priority areas for its web & social media efforts on behalf of the Council which include improving 1) AU Staff Community Outreach, 2) Improve Visibility of Staff Council Activities & Priorities, and 3) Publicize Efforts of Advocacy & Policy by Staff Council

The committee is actively working on improving the Council in its website, social media and communications/outreach by providing communications materials for every Staff Council

initiative and outreach effort, making major upgrades to the website (http://american.edu/staff council), and leveraging analytics functions to website, social media, and their interaction with each other. Additionally, in the past quarter Web & Communications Committee has added a Twitter handle @AUStaffCouncil, produced publicity fliers and email communications on behalf of the Council (including the Staff Fall Luncheon, Book & Media Swap, and Dollar Challenge), the AU Staff Council Survey, created monthly competitions through the Staff Council Facebook page (https://www.facebook.com/AUStaffCouncil), and consulted on communication collaborations with Web Systems within the Office of Finance & Treasurer and the Office of Campus Life.

Human Resources

Topics which continue to be discussed with Human Resources include:

1. The ability for retired staff to maintain their AU email address for life;
2. The ability for staff to be compensated with leave for specific community service initiatives managed through the Center for Community Engagement and Service (Volunteerism Exchange);
3. Last minute/emergency day-care plans for staff through the Child Development Center;
4. Tax exemption for work-related tuition remission