

**STAFF COUNCIL REPORT: February 11, 2015**  
**Celina Ryan, Chair**

**Key Issues: Engaging Staff and Serving the Community**

**1. Staff Council Representatives, 2014-2015**

*Staff Council Executives*

**Celina Ryan** (Facilities / HR), Chair

**Andrea Carpenter** (Kogod), Co-Chair

**Adrian Sanchez** (Career Center), Secretary

*Staff Council Membership*

**Jennifer Baron-Knowles**, Manager, Disability Services, Academic Support and Access Center

**Akisha Carter**, Financial Specialist, Finance Resource Center

**Anna Castro**, Administrative Assistant, Department of Justice, Law and Criminology, School of Public Affairs

**Nakeesha Ceran**, Interim Assistant Director, Housing & Dining

**Sean Cullinane**, Financial Administrator, Housing & Dining

**David Fletcher**, Career Advisor, School of International Service

**James Helms**, Administrative Assistant, Department of Government, School of Public Affairs

**Jocelyn Hill**, Director of Recreational Sports & Fitness, Recreational Sports and Fitness

**Steve Kelly**, Director, Customer Support Services, Office of Information Technology

**Helen Lee**, Zero Waste Coordinator, Facilities Management

**Jeremy Lowe**, Associate Director of Admissions, University Enrollment

**Rena Munster**, Designer, University Communications & Marketing

**Marianne Norman**, Academic Advisor, School of International Service

**Valerie Rauenzahn**, Graduate Programs Coordinator, School of Education, Teaching and Health

**Heather A. Smith**, Employee Relations Coordinator, Human Resources

**Jordan Tobin**, Director of Facilities and Operations, Athletics and Recreation

**Michael Wargo**, Campus Life Technology Coordinator, Office of Campus Life

**2. Project Team and Committee Work**

*Representatives to External Committees:*

**Benefits Advisory Project Team:** Celina Ryan

**Dining Services:** Marianne Norman

**Disability Compliance Project Team:** Jennifer Baron-Knowles

**Sexual Harassment and Prevention Project Team:** Heather A. Smith

**Smoke- Tobacco Free Committee:** Adrian Sanchez

**Staff Appreciation Week:** Adrian Sanchez

**Campus Beautification Committee:** Helen Lee

**University Council:** Celina Ryan (ex officio as chair)

**University Budget Committee:** Celina Ryan

**Faculty Senate Representative:** Jeremy Lowe  
**Transportation Task Force:** Jeremy Lowe

*Representatives to Board of Trustees Committees:*

**Representative to Academic Affairs Committee:** Sean Cullinane  
**Representative to Alumni Affairs and Development Committee:** Keesha Ceran  
**Representative to Athletics Committee:** Adrian Sanchez  
**Representative to Campus Life Committee:** Jocelyn Hill

### 3. Activities

#### *Outreach*

Staff Council (SC) connects with departments across campus during our semi-monthly meetings, in the interest of knowledge-sharing and establishing connections with AU departments and divisions. To kick off the Spring Semester, on January 7, Staff Council hosted a second Meet & Greet Breakfast to personally engage with AU staff. The event was a success, with attendance of 30-40 staff members despite the school delays that morning.

Staff Council submitted two memos for approval to HR to inform the AU public of available shower facilities and telecommuting/flexible working arrangements. The Student Government President Sophia Wirth visited the January 20 meeting for information sharing purposes and to begin building relationships across AU's various constituency groups.

#### *Service Initiatives*

Staff Council celebrated Veterans at AU on November 12, where a light breakfast was served at the Veteran lounge in support of the approximately 300 veterans on campus. Additionally, three campus veterans attended the December 16 meeting for information sharing purposes and relationship building.

The Staff Council Annual Dollar Drive ended at the Holiday Party in December. Staff Council donated \$240 to support Martha's Table charitable programs. The Winter-Wear Drive was a success with 30 bags of clothing donated to A Wider Circle, a nearly 50% increase from last year. Staff Council thanks all staff who participated in these service initiatives to serve the community.

Staff Council participated in MLK Day of Service by partnering with the Center for Community Engagement. Liaisons served by helping with hot meals at Campus Kitchens and working with the United Planning Organization (UPO) in Downtown D.C.

#### *Web and Communications*

Staff Council voted and passed the new branded motto "Engaging Staff and Serving the Community."

### *Human Resources*

Topics which continue to be discussed with Human Resources include:

1. Diversity Initiatives
2. Engaging Staff in sports-related activities
3. Utilizing Staff Council's communication channels (Layered Communication Model) for successful outreach

### *Internal to Staff Council*

Staff Council is working on succession planning. As new leaders emerge and term limits expire, the Council wants to make the transition as seamless as possible through planning, strategy, and knowledge sharing.