The College of Education Staff Representative Group met on May 18th, 2017 at 10:00am. In attendance were: Holly Ivy, Georganne Gonzalez, Carolyn Burroughs, Jason Tiller, Stacey Isbell, Connie Tucker, Katrina Neidlinger, Tonia Ray, Truitt Broome, Ian Meentz, Callie Cole, and Leah Melnik.

Jason Tiller called the meeting to order and welcomed the group. He explained the overall executive structure of the Staff Representative Group. The group will be electing a new set of executive officials next month. Jason will be acting as the Ex-Officio chair in Ashley Faris’ absence and will help the new representatives through this process.

**Old Business**

**Standing Committee Reports**

a) Professional Development: Jason provided the group with information on the Staff Professional Development Committee. He explained that the committee will process funding requests from staff within the College of Education. This funding opportunity will hopefully increase staff participation in professional development opportunities throughout the year. A total of $10,000 was set aside for the committee during the 2016-2017 year; $2,000 of the total was specifically for group funding requests. Contact the active committee chair for updates.

b) Lunch and Learn: There were no updates provided by the committee. However, Jason explained the role of the Lunch and Learn committee to the new representatives of the group. Lunch and Learns are scheduled in order to provide an informational session on various topics for staff within COE.

c) Communications: The Communications committee helps disperse college announcements through COEfyi and the digital signage throughout COE’s facilities. Keep an eye out for the Staff Retreat announcements that circulates every week.

d) Outreach: Dana was not in attendance and did not have any updates. Jason explained Outreach’s Toys for Tots and Project Safe yearly initiatives.

e) Spring Picnic/Years of Service: This year’s event took place on May 17th at the Ramsey Center. There was a large turnout and staff enjoyed socializing with their peers over lunch. This year’s committee may change the bylaws to portray clearer language when it comes to years of service and gift eligibility.

f) Staff Retreat: The Staff Retreat will be on July 14th at the Fireside Lounge. Please check COEfyi for more details.

**Staff Council Updates**

The Staff Council finished up the academic year recently. Their main initiative is a fundraising campaign (with a goal of $1.2 billion dollars) for need-based scholarships. So far, there have been 178 scholarships funded. Their goal is to increase that number to at least 700.

**Faculty Senate Updates**

Jason provided updates on Ashley’s behalf. The group has finished out the academic year and will begin meeting again this coming Fall.

**New Business**
Jason provided updates regarding the new unit representative structure for SRG. Since many departments have changed staff structure, as well, SRG’s new unit structure will help streamline staff participation. This also will help spread the responsibility amongst departments/facilities. The 2017-2018 representation is presented below:

**Unit 1 - Academic Programs and Dean's Office:**
- Representative: Carolyn McNearney
- Alternate: Terri Nutter

**Unit 2 - Business Office, Research, Outreach & Engagement:**
- Representative: Morgan Bennett
- Alternate: Tony Hall

**Unit 3 - CIS & LEAP**
- Representative: Melanie Peiper
- Alternate: Holly Ivy

**Unit 4 - COE Centers**
- Representative: Georganne Gonzalez
- Alternate: Stacie Isbell

**Unit 5 - CSSE & CHDS**
- Representative: Connie Tucker
- Alternate: Tonya Cox

**Unit 6 - ETAP & MSE**
- Representative: Katrina Neidlinger
- Alternate: Tonia Ray

**Unit 7 - Kinesiology**
- Representative: Truitt Broome
- Alternate: Dana Barnhart

**Unit 8 - LLE & EPSY**
- Representative: Marianne Roberts
- Alternate: Pamela Hales

**Unit 9 - OIT**
- Representative: John Nelson
- Alternate: Ian Meents

**Unit 10 - OSS & OEL**
- Representative: Callie Cole
- Alternate: Leah Melnik

Jason explained the Qualtrics voting process. He also reminded the group that Executive Committee elections will be held during the next meeting and handed out copies of the bylaws. Jason explained the basic duties for each Executive committee member. The representatives/alternates will also be asked to choose a committee during the next meeting. Only representatives can act as committee chairs.

**Other Issues and Concerns**

Jason mentioned the possibility of creating an SRG logo. If anyone is interested, this could be a potential project for the upcoming year.

The meeting adjourned at 10:35am. The next meeting will be held June 15th, 2017 at 10:00am.