



**USF College of Business**  
**Staff Council Meeting - MINUTES**  
Monday, October 15, 2012, Room 2202A 8:45a.m.

**Attendance:** Wendy Jennings, Jason Zipperer, Jessica Summers, Natalie Matches, Sandy Denslow, Stacey Bender

**Topics for Discussion:**

Halloween Decorating Contest

The notice went out on 10/10/12 about the annual Halloween Decorating Contest. This year, to ensure fair judging, the displays will be judged by faculty. Wendy will coordinate with office managers to get one faculty member from each department to judge the morning of October 31<sup>st</sup>. The department with the most votes will get a certificate.

Update on Brick Fundraising Idea

Wendy met with Ann Ruble and foundation members about the idea to raise funds by selling engraved bricks to be placed in a patio at the COB. While the idea was greatly appreciated, the logistical issues will prevent it from happening right now. It would be better if this was done when construction was already underway. There would need to be a person in charge to keep track of bricks and payments.

Survey Results & Event Planning

The next event for the council will be the Halloween contest. The survey indicated that the staff really enjoys this event. In December, we will work on a toy drive. The option of an angel tree is popular because it is a little more personal than Toys for Tots. Natalie will check with Gloria to see if she has a contact. Wendy will also bring this up at the next Office Managers meeting to see which departments would like to have an angel tree placed in their office. One other possibility for December is gift wrapping since this got positive feedback on the survey. Sandy said that she had done this before with wrapping for group homes. She will check on the possibility of doing something like that.

The Back to School Bagel event was very popular according to the survey results, so we will host this once again in January. Then, in February we will sponsor a Cookie Bake Off with a movie-themed basket to raffle like last year. Wendy will check on space availability for this event on February 8<sup>th</sup> or 15<sup>th</sup>. We will do another Troops Drive from 3/25/13-4/5/13. Natalie will check with Barb to see if we have any other contacts overseas. Two ideas were tossed around for Spring Break week since students will not be here and the offices should be quiet. One idea is to try to set up a volunteer event where staff could participate without having to use any leave. Wendy will ask the Dean to see if this is a possibility. The other idea is to host a pizza lunch in conjunction with a professional development presentation. Natalie will look through the workshops that Organizational Development has to offer and we will survey to see which workshop the staff would be interested in. On the same survey, we will include a question to see what kind of financial planning staff is interested in learning about (i.e., retirement, estate planning, investments, or day to day budgeting). Maybe someone from the credit union or the Finance department could speak on these topics. We will also host an ice cream social in the summer semester again since so many staff indicated that they enjoyed it on the survey.

Next Meeting – The next meeting will be held on Monday, November 19<sup>th</sup> at 8:45am, BSN 2202A.

Respectfully submitted,

Stacey Bender