ARTS STAFF ADVISORY COUNCIL

Monday, September 18, 2018
1:00 p.m., PAS 2438

Present: Rita Cherkewski, Susan Cole, Janice Da Silva, Shelby Davies, Kathryn MacDonald, Janine Ouimet (notes), Douglas Peers, Stacy Reda (Chair), Sharon Secord

Regrets: Jameson Schildroth, Sam Vanderkerckhove

Notes

Dean’s Report (Doug)

- Enrolment for Fall was 2% below target. Fell shorter on domestic vs. international enrolment.
- Department chairs attended a retreat in August during which they reviewed the Strategic Plan and attended a presentation on the new budget model.
  - Arts has performed well in target areas.
  - Space is an ongoing challenge as well as governance and structure
  - The new budget model will facilitate better planning by predicting upcoming revenues vs. costs to inform decision making. It works best when implemented at the Faculty level.
  - International student recruitment remains a priority for Arts.
- At the Deans Council Meeting, funding from the Ontario government was a concern.
- The Ontario government has announced that all universities must have a Freedom of Speech policy approved by the end of the year.
- Waterloo Strategic Planning sessions are currently being held. All Arts Staff are invited to attend sessions and to complete a survey available of the ‘Bridge to 2020’ website. The Arts Session is scheduled on October 2, 2018.
  - The topics being discussed are wide-ranging
  - There has been recognition of the role staff play
  - It was recognized that more must be done to be hospitable to post-docs.

ASAC members update (Stacy)

- Four ASAC members have left (or are on temporary leave). Stacy will likely go on leave in the near future. Thus, six new ASAC member are needed.
- Rita will act as Chair if Stacy goes on early leave. Sharon will act as Interim Vice-Chair.
- A nomination email will be sent to staff. Rita or Sam will update the web form on the ASAC web page for nominations.

Social and Community Outreach Committee Report
• The Arts Coffee Break was held on July 25, 2018 from 2-3 p.m. in the Arts/Environment Garden. The event was well-attended (about 45 staff). For future summer events, ASAC will provide more iced tea and less coffee.
• The Arts ‘Act of Kindness’ event is scheduled for September 25, 2018. Staff will be invited to colour pre-designed cards to keep or leave for ASAC to donate. Staff will be asked for suggestions of where the cards can be donated. ASAC will supply a fruit tray and supplies. If the event goes well, ASAC will aim to hold the event once per term.

**Learning and Development Committee Report (Rita)**

• The Arts Staff Barbecue was well attended.
  o In the future, communications should be clear that the event is for Arts Staff only (i.e. short-term temporary contract staff and co-op students are not eligible. Acknowledgement and appreciation for these employees should be shown at the department level.
  o ASAC will look into obtaining tents/umbrella structures for sunshade for future events.
  o ASAC would like to encourage meeting and chatting between all staff in a way that is comfortable to everyone. The group will have further discussions on this topic.
• 12 staff members attended the ‘Postural Pain’ event. Attendees were surprised at the content which was actually stress management. The presenter was very good, friendly, and knowledgeable. The honorarium was $80.
  o Rita will check if the presenter covers other topics. For future events, the date should be shifted to increase attendance. The title should also be revised.
• The ‘Work Day’ HR team will soon be offering training sessions. Staff can reach out to them personally regarding any additional inquiries not covered in the sessions. The ‘Work Day’ team also intends to talk to Department Chairs.
• The Learning and Development Committee needs to meet to determine if another event is possible for the fall term. A Mental Health event with David Logan is currently being planned.

**Other business arising**
• None

**Next Meeting** – Monday, October 15, 2018 at 1:00 p.m., PAS 2438