

# Staff Council Commitment Overview

As a member of Staff Council, you play an essential role in representing and supporting staff through engagement, advocacy, and service. Your commitment includes:

## Meetings and Participation

- **Monthly Council Meetings** – Held once a month for two hours.
- **Committee Involvement** – Members must serve on at least one Staff Council committee, which typically meets for one hour each month.
- **Annual Retreat** – A one-day retreat held in August to kick off the new term, providing an opportunity for networking and the transfer of information between incoming and outgoing members.
- **Officer Responsibilities** – Officers have additional time commitments, including leadership meetings, planning sessions, and increased responsibilities related to council initiatives.

## University Engagement Initiatives

Staff Council members are encouraged to participate in the following initiatives actively:

- **Most Valuable Lion** – Recognition event held quarterly (15-30 minutes per event). Participating in each event is not required, but participation in as many as possible is encouraged.
- **Quarterly Coffee with Council** – Every three months (minimum 30-minute participation). Members assist with setup, takedown, or networking as schedules allow.
- **Holiday Market** – While the Holiday Market subcommittee takes the lead, all members should contribute by assisting with setup or takedown and at least two hours of event support.
- **Staff Appreciation Luncheon (April)** – Up to a four-hour commitment, including setup (potentially the evening before), takedown, and assisting with drink service and networking during the event.
- **University Committee Participation** – While not mandatory, members are highly encouraged to serve on university-wide committees to further staff representation.
- **Fundraising Efforts** – Staff Council organizes fundraising activities to support staff initiatives and scholarships. Members are expected to contribute by assisting with planning, promotion, event execution, or other related efforts as needed.

## Membership Expectations

- Per the Staff Council bylaws, members must engage in at least **75% of all official Staff Council business** as outlined above to maintain active membership.
- **Communication and Representation** – Members are expected to share Staff Council initiatives and updates with their respective divisions to ensure broad engagement and awareness.

We understand that members have professional responsibilities, and we strive to be flexible while ensuring meaningful participation. Staff Council membership is fully supported by the university's administration and is recognized as part of your role for the duration of your term.