This summary provides the most relevant information for staff from Staff Council’s recent meeting.

**Campus Planning & Management Campus Construction Update**

Michelle Smith, Green Building Coordinator from UVM Campus Planning & Management provided Staff Council representatives with a current status on each of the capital improvement projects around campus, the timelines, and the expected completion dates. Also discussed were the altered walking routes and bus routes. The group was able to ask questions about the various construction projects.

**Approval of Minutes**

A motion was made and seconded to adopt the October 6, 2015 Council minutes. With no edits and no further discussion, the minutes were adopted. Two representatives abstained as they were not at the October Council Meeting.

**Officer’s Update**

The full [Officer’s Report](#) is posted online on the President of Staff Council’s webpage.

**Standing Committee Reports**

Social Committee gave updates about Holiday Bazaar taking place on December 2, 2015. A reminder that the UVM Benefits Fair will take place on Nov. 5th in Memorial Lounge, and Benefits Open Enrollment will begin shortly. For Staff Council Representatives, if you are able to sign up for a one hour slot to help do tabling at this event it would be appreciated.

**Other Business**

We’re not able to make any kind of office transition announcement at this time. We will let you know as soon as we have final confirmation and start date information for the new Staff Council Administrator.

Staff Council Representative “Roundtable Work”: Renee asked the group to answer on paper, what outreach efforts have proved to be successful in your individual units? What barriers exist? This input was given to the Staff Council office, who will map out representative units, the unit sizes (small, medium, large) and the comments. Then we can sort by unit sizes to see if there are any trends or ideas to share with others in similar sized units. This information will be shared back with representatives.

**Adjournment**

Renee made a motion to adjourn. The motion was seconded and adopted. Meeting adjourned at 1:30pm.