

Staff Assembly Meeting Minutes
2/2/16
Polly Ford Conference Room, West Center

Meeting called to order by Grant Scurry at 2:00 p.m. He welcomed Pat Blankenship and Barbara Emery to their first Staff Assembly meeting.

Members present: Grant Scurry, Maria D'Agostino, Pat Blankenship, Lisa Brody, Nicole Chisari, Rob Dellibovi, Barbara Emery, Laura Little, Kelly McGinnis, Janell Stevens and Kara Traverse
Also present: HR rep, Adrian Wilson

Nomination and Election Timeline for Representative from Access and Enrollment Management

Becky Best has a list of all names and Kamal Shah is on notice. Nominations will open on Thursday, February 4 and the election should be complete by March 1st. This seat runs through June 2017.

New Parliamentarian

We will wait until position is filled from Access and Enrollment and when all members are present.

Special Events and Activities – New Contact Person

Rob Dellibovi distributed those we had received. Kara Traverse agreed to receive the submitted forms from here forward.

The Campus and Community Involvement Committee submitted two requests. The first, for a food drive for Project Hope was approved. The second was for multiple events during Come See Me – having a float in the parade, a tent at the tailgating/fireworks event and having staff from the Music Department to perform during a lunch held at Glencairn Gardens. We approved the tent for tailgating/fireworks but tabled the others as more information is needed.

In the future, we'd like each item submitted separately.

Committee Updates

- **Elections & Nominations** – This committee needs a chair.
- **Media & Communications** – The latest edition of Staff Stuff was emailed to staff yesterday. Their next meeting is scheduled for Tuesday, February 9th at 4pm. Summersby Hamrick needs access to send the staff group email.
- **Professional Development** – There are a few new members and they're looking for a chair. Regular meetings will be held on the 2nd Tuesday of each month at 10am in 114 Crawford.
- **Campus & Community Involvement** – Janelle Stevens is the new Staff Assembly representative to this committee. She plans to attend their next meeting, Wednesday, February 10.
- **Recognition Committee** – TJ Hyatt will not be at the next Staff Conference Meeting. Nikki Behr will likely present the month's nominees and staff member of the month.

Staff Assembly Feedback

No feedback at this time.

Staff Conference Agenda Items

We will continue to ask for questions for Dr. Mahony in advance as that seems to be working very well.

Old Business

We may include the questions for Dr. Mahony in the email reminder for Staff Conference meetings as a "teaser."

New Business

There was no new business.

The meeting was adjourned at 2:53.