

Staff Assembly Meeting Minutes
1/5/16
Polly Ford Conference Room, West Center

Meeting called to order by Grant Scurry at 2:03 p.m.

Members present: Grant Scurry, Maria D'Agostino, Rebecca Best, Johnathan Brabson, Lisa Brody, Nicole Chisari, Rob Dellibovi, Laura Little, Kelly McGinnis, Janell Stevens and Kara Traverse
Also present: HR rep, Adrian Wilson

Election of new Parliamentarian

Maria D'Agostino nominated Rob Dellibovi. There were no other nominations. Rob Dellibovi is our new Parliamentarian.

Event and Special Project Approval Process Update

The form was recently added to the website. Some tweaking may need to be done. By the time we hold our Staff Conference meeting on January 19, Rob should be able to give a demonstration.

Committee Updates

- **Elections & Nominations** – No new report.
- **Media & Communications** – There is a meeting of the committee on Thursday, January 7. Kelly will share Bethany Marlowe's kind email with the committee.
- **Professional Development** – Regular meetings will be held on the 2nd Tuesday of each month at 11 am in 114 Crawford. They are looking for additional members and a chair.
- **Campus & Community Involvement** – Staff Assembly needs a new representative to this committee. Janell Stevens is interested and will make a decision after speaking with Pam Varraso.
- **Recognition Committee** – No new report.

Staff Assembly Feedback

No feedback at this time.

Staff Conference Agenda Items

Have Rob show how to find the new event and special project approval form.

Will continue to ask for and provide Dr. Mahony with staff questions prior to the meeting. A suggestion was made to let staff know ahead of time what questions would be answered at the meeting.

Old Business

We continued to have discussion on ways to get more staff to attend the Staff Conference meetings. There was a lot of discussion regarding whether or not the door prizes were an incentive. We need to review state regulations again with Niki Behr regarding spending state money on giveaway items for staff. Nicole Chisari presented an idea from a school in California where staff members applied for an opportunity to have breakfast with the President – a monthly event designed for staff members to tell the president about recent projects and accomplishments.

New Business

In our March Staff Conference meeting, Dr. Mahony will give a presentation on the budget. He is also planning to meet with groups, which will include all staff members this semester, regarding five key questions he will ask ahead of time. Then he will meet with groups to discuss and go over answers provided by staff.

The meeting was adjourned at 2:53.