

## Staff Assembly Council Minutes

February 17, 2012

Present: Jay Bonham, Diane Brady, Amy James, Regina Johnson, Lisa Magnarelli, Linda Michels, Tony Poccia, Anne Riffle and Maureen Scoones

- I. Debrief Staff Assembly meeting  
All members reported positive feedback. Energized, informed were some of the comments. Jay heard nice feedback on the EthicsPoint presentation.
- II. Brian Hansen was supposed to join us today but he had a surprise visit from the DEC. Rescheduled to March 2<sup>nd</sup> meeting.
- III. Linda asked about the Ombuds program. The faculty will need to know what our feedback for them will be. We will send a link to the Staff Assembly with the minutes from the 2/7/2012 meeting with Karen Leach's slide presentation and then generate a feedback form on how the Assembly thinks the current reporting system is working. No one on the Council has heard one way or the other on the topic.
- IV. Sub-Committee reports
  - A. Health and Wellness meeting today (02/17/2012) at 10am
    1. Six item agenda. Mainly goal setting
    2. Should the committee have a booth at the Wellness Fair in April? Possibly be the "Welcoming Committee?".
    3. Are the senior officers promoting attendance?
  - B. Employee Development met 2/10/2012
    1. Good positive meeting with people who want to foster a positive attitude.
    2. Mentoring program for new employees, this idea was a big discussion topic during the meeting.
    3. Brainstorming session about profession development using current Hamilton talent and helping current employees feel a part of the community.
    4. The committee wants to see the results of the Campus Climate Survey. Anne has asked Karen Leach for a copy.
    5. Other ideas ranged from how to use a smartphone to public speaking. Also discussed the summer picnic.
    6. Carol Bennett had tried a new employee orientation. The employee's supervisor need to be KEY in making this happen.
  - C. Nominations
    1. Will need to select two new Council members
    2. The goal is to have these new members in place by July 1, 2012.

- D. Communications
  - 1. Doodle poll being set up to get meeting set. *Update* meeting set for February 28<sup>th</sup> at 1:30pm
  - 2. Topic for discussion for newsletter was to encourage employees to update their directory information
- V. April 4<sup>th</sup> Staff Assembly meeting agenda items
  - A. Steve Bellona with a construction update
  - B. Brian Hansen?
  - C. President Stewart to update the community on the Board meeting. Ask her to encourage community attendance at the Wellness Fair.
  - D. Dave Thompson should close the meeting
  - E. Common Read committee would like to have time again to garner input. It was suggested that Brent Rodriguez-Plate take the floor to have a faculty presence at our meeting.
  - F. Committee reports
  - G. Donation ideas...Food bank in Clark Mills or contact the Utica Armory to see if any of the families of recently deployed National Guard troops need anything.
  - H. Amy reported that Lora Schilder of Admissions will be entertaining the Assembly for the 8:30 half hour with Professor of Economics, Steve Wu.
- VI. It was suggested that we hold a mid-June Staff Assembly meeting later in the morning that concluded with a picnic lunch.
- VII. We are holding off publishing the minutes of the last Assembly meeting until we can post them with Karen Leach's power point presentation.
- VIII. Karen Leach will join the Council again on March 16<sup>th</sup> for further book discussion.

Meeting adjourned 10:05

RPJ