

5-26-2011

Staff Council Career Development Committee Meeting, 5/26/2011

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Staff Council Standing Committee Minutes



Committee Name: Career Development Committee
Regular Meeting time: 4th Thursday of each month, noon to 1:00 p.m.
Meeting Date and Place: Wednesday, May 26th; Faculty Staff Club, Room 101
Members Present: Marsha Baumeister, Penny Hogan, Nicole Dopson, Suzanne McConaghy
Members Excused: Joyce Krantman
 New Member: Andrea Rodgers
Volunteers Present: Lucie Knight
Minutes submitted by: Marsha Baumeister

| Subject | Notes | Follow-Up |
|---|--|---|
| 1 SAM/Staff Arts & Crafts Show | <p><u>Dates and venue:</u></p> <p>Discussed art show registration; flyers that had been/should be posted. Also discussed schematic of table layout at both locations. Electronic flyers or notice: Penny will see if these events could be added to North Campus electronic news, sometime after July 4th weekend with intention of promoting the events to viewers/buyers as opposed to exhibitors.</p> <p>Door Prizes in hand: various hotels and golf with cart (4 rounds!) at Chamisa Hills Country Club in RR; four \$40 lunch or dinner gift certs at Chamisa Hills Country Club (grateful thanks to Lucie Knight for rounding these up!)</p> <p>All but four of those registered have agreed to contribute a piece of their art or craft as a door prize.</p> <p><u>Volunteers to staff the two shows:</u></p> <p>July 13 (Domenici): Penny (10-2); Suzanne (9:30—10:30) Marsha: will be showing so will also be present 10:00—2:00</p> <p>People’s Choice Award: agreed that we would have forms that viewers/buyers could complete to select their favorite artist and if they choose, a particular piece.</p> <p>July 27: (SUB) Nicole at 10:00 and Marsha to finish up</p> <p>OPEN ACTION ITEMS:</p> <ul style="list-style-type: none"> • Name tags for exhibitors • Print list of artists • Make box for People’s Choice award and possibly for door prizes • Make posterboards for both events <p>Publicity for People’s Choice Award/Addendum: subsequent to this meeting Marsha sent e mail to Daily Lobo asking them to contact her re news article.</p> <p><u>Door prizes:</u> Lucie Knight asked that we make the prizes CDC obtained to be available specifically for those attending the art show. Addendum: subsequently Marsha addressed this issue with Steering Committee and it was agreed that could be managed by color coding the entry forms. Door prizes will be drawn following each event, winners will be posted on SC website and winners will collect their prizes at ASM.</p> | <p>ACTION NEEDED: Design form; print out list of artists</p> |

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| 2 | Meet Your Council Event on 7/15 | Agreed that we would have some kind of half sheet flyer with pertinent info re CDC, the committee "charge" and perhaps list of goals or accomplishments or both. Staffing info table for this event: Andrea 4-5; Nicole 5-6; Marsha 6-7. | Marsha will write up/Nicole will print |
| 3 | New topics to consider: | Flex Time and Alternative Work Arrangement guidelines: how do we get this information communicated and recommended to managers. What is HR/EOD doing re training managers or 360 review of managers? | Marsha and Suzanne attending Exec mtg in July to discuss |
| 4 | Next Regular Meeting | THURSDAY, June 23rd @ noon @ FSC. | Meeting adjourned at 1:10 pm |