

Support Staff Meeting Minutes
October 9, 2015, 9:00 a.m.-10:00 a.m.
Olmsted Room

Welcome – Joisan Decker DeHaan-President

- Sign-up sheet on back table—please sign in at each meeting (21 support staff were in attendance at today's meeting)
- Comment box—your questions, comments and concerns are welcome along with what you would like to see happen. Please feel free to fill out comment cards.

Support Staff Website

- Go to Quick Links, Support Staff
- Committee members' names, photos and contact information are listed. Minutes will also be posted on this site.

Discussion Board Postings

- This topic was brought up at our first meeting. Joisan contacted Carolyn Zinn, Associate Director of Web Services, and unfortunately the program we have does not allow for this. However, we can work with Carolyn to set up a blog instead or we can just use the comment cards. Please let Joisan know your preference. Another option is to create a TeamSite on the Hornet Hive and Joisan will look into this.

Holiday Party

- Save the date for Friday, December 11th, 11:30 a.m.-1:30 p.m., in the Hicks Banquet Hall for the Support Staff's annual Holiday Party. The party will be catered and there will be music and games.

Presidential Search Update

- Victor represents the Support Staff and Facilities Management on the committee. Due to a confidentiality agreement signed by all members on this committee, no information can be shared at this time.

Committee Master List

- Joisan checked with Melanie Williams to see if a master list of all committees existed. A list does not exist therefore Joisan will start compiling one. If you are on a committee, please let Joisan know. We are finding ways to become more productive in fostering change and to have adequate representation of Support Staff on various committees. There are some committees that we can solicit names for nomination and other committees that only the President's staff selects. If anyone is interested in being on the newly formed Retirement Committee, please let Joisan know as the President's staff is asking for names.

Support Staff Advisory Committee Members

- SSAC members were introduced
- New employees since last year were introduced

Speakers

- Lisa Murphy, the Library's College Archivist, gave a presentation on the Library's digital archives. Let Lisa know how she can help your department with either finding or putting items on-line. Please email her any questions.
- Eric Wimbley, Director of Security, gave an AED demonstration. If your department would like additional training, please email Eric.

The next meeting will be held on Friday, November 13th, 2015.

MEETING ADJOURNED.