



Staff Work Life Committee Meeting Notes

Wednesday, October 31, 2018

Attendance

Patricia Huntington, Brian McGahan, Joshua Loucks, Laura Putnam

Ex Officio: Cathy Stevens, Jo Ellen Pinkham, Patrick Richey

Unable to attend: Isaiah Tolbert, Benny Thomas

Discussion

1. Events for the Fall 2018 Semester
 - Donuts, Cider and Tour of the Jane & Laurence Glazer Music Performance Center
 - November 14, 2018
 - 10:00—11:30 a.m.
 - Nazareth Women's & Men's Hockey Family Outing
 - December 1, 2018 (Women's game at 1 pm, Men's game at 4 pm.)
 - Location: Bill Gray's Regional Iceplex
 - Registration is required
2. Suggestion Box
 - Question was submitted requesting clarification of annual increase when a recent promotion has occurred. *Jo Ellen Pinkham will reply as the user wanted to be contacted directly with a response.*
 - Suggestion for the SWLC and in conjunction with HR department; to advocate for strategies to help staff address and prevent burnout. *Tabled for November 28, 2018 Agenda.*
3. The Committee discussed plans for Early Spring 2019
 - Professional Staff Development
 - Brown Bag Series, to piggy back with HR department—for example, offer a super training on “mail merge”, and other specific Word programs
 - Revisit Staff Survey – car pooling, sustainability
 - Co-chair Succession 2019

The next meeting is scheduled for Wednesday, November 28, 2018.

Respectfully submitted,

Erminda Hugh