

Wednesday, June 20, 2017

Staff Work Life Committee Meeting Minutes

Attendance:

Patricia Huntington, Brian McGahan, Joshua Loucks, Laura Putnam, David Thomas, Isaiah Tolbert

Jo Ellen Pinkham, *ex officio*, Patrick Richey, *ex officio*, Cathy Stevens, *ex officio*

Erminda Hugh, administrative support to the Committee

Brian McGahan convened the meeting at 8:30 a.m. and minutes of May 23rd meeting were distributed.

Discussion

1. Communication Plan for the SWLC website for cohesive vision of the Committee was discussed.
2. Discussed the items received from the Suggestion Box
 - Nazareth Polo shirts for everyone to wear on certain day of the week. It was pointed out about possible disparity that some divisions may pay for the costs, while others do not. It was suggested that staff members can wear Nazareth colors if they choose to, on certain 'assigned' Nazareth Days.
 - Time-off and Vacation Accrual Policy, and Bring your dog to work— these are under the purview of HR Department. Jo Ellen informed the committee that The Staff Manual has undergone so many amendments that a comprehensive Staff Manual is being developed. There will be a link of the Staff Manual on the SWLC website once the review is complete. HR will draft responses to the benefits related questions for posting on the SWLC site.
 - Bring back Nazareth Day Care Center— aside from the financial stand point, various constraints were discussed about the running and reasoning behind why the Child Care Center was closed. However, it was noted that Nazareth College community has a preferential priority from St. John Fisher College for Nazareth's dependents seeking child care.
 - Athletic competition between divisions (kickball, softball, cards, etc.). Cathy Stevens announced that she and Brian McGahan are in a committee with the charge of looking at an alternate to the President's Annual Picnic for faculty and staff. The idea would be for longer interactive activities between faculty and staff.
3. Additional suggestions from Staff received:
 - Parking for staff members in faculty lot Q (behind the GAC Building) during summer months — Campus Safety Department is currently reviewing designated parking areas
 - Weight Watchers on Campus – Laura Putnam will explore for possible interest from staff.
4. Isaiah Tolbert circulated a print out of Staff Work Life Committee work from Champlain College and State University of New York College of Environmental Science websites for samples of programs being done by other schools.

5. Event Suggestions to Build Comradery and New Ideas
 - Brian mentioned that SWLC will sponsor “Skippy Ice Cream Social”. This will be funded from the left over monies from Sodexo’s donation to the College for events such as “Pop Up” events.
 - Patrick mentioned a program at Genesee Community College called “**It’s Your Day.**” This recognized a well deserving employee, each month, and the employee received a gift card, for example, in his/her work space.
 - To support the upcoming 50th Anniversary of the Callahan Arts Center, the next “Pop Up” event will be held in the Arts Center Auditorium. This will allow other staff members to explore other parts of our campus.
 - The Fountain Area (under renovation) was also mentioned as a place for future collaborative and gathering area.

6. Co-sponsoring Staff Community Events – The idea would be for the Staff Work Life Committee to co-sponsor events to foster visibility and interaction among faculty, staff, and students. Identified event possibilities are Orientation Week and Donuts and Directions.

The next meeting of the Committee is scheduled for Thursday, July 20 at 10:00 a.m.

The meeting adjourned at 9:30 a.m.

Respectfully submitted,

Ermindia Hugh

2017 Committee Meeting Dates:

Wednesday, August 30
Wednesday, September 27
Wednesday, October 25
Wednesday, November 29
Wednesday, December 20