

**Dean's Staff Advisory Committee
Meeting Minutes
Wednesday, November 7, 2012
2:00 PM in 102 Weaver Building**

Present: Sonia Stover, Joan Lisle, Jessica Steele, Tess Wilson, Bryan Carter, Elizabeth Osborne, Stacey Martilotta, Sandi Moyer, Sarah Denes, Jamie Featherer, Lisa Brooks, Ben Bryan, Sean Moeller

Absent: Michelle Anderson, Brenda Ross, Lynn Setzler, Jadine Reese, Elaine Prestia

1. New Member Welcome

- Welcome to new representative **Sarah Denes** (School of Languages and Literatures)

2. Subcommittees Reports

- *Website* – no report
- *You Rock* – Jessica brought up complaints raised by various staff with regard to not receiving decorated rocks; also discussed general confusion about process for selecting and awarding You Rock! certificates each month. The committee indicated a majority preference to continue with no monthly “winner” and issuing congratulatory signed certificates only, though the alternative of providing each person nominated with a decorated smaller rock was discussed as well, and may be revisited.
- *Events* – no report
- *Mentor/Transition* – no report
- *First Aid/Safety* – An offering of this training will be held Dec. 7, and employees can sign up through the Liberal Arts workshops and development opportunities page

3. Update on Civility Workshop

- Jamie and Sean met following regular DSAC meeting, and a separate note will follow.

4. Upcoming Meetings:

- Meeting rooms are needed for December, January, and February meetings – Elaine Prestia and Sandi Moyer will check into Moore and Weaver

5. Suggestions from departments or colleagues

- Sean discussed the possibility of merging the fall college-wide meeting with the spring college-wide meeting, usually hosted by DSAC; he also discussed inviting Sue Cromwell from the Center for Workplace Learning and Performance (formerly HRDC). The Dean will be soliciting topics that she can discuss at the meeting.