

All Staff Executive Council
August 19, 2009
Pomerantz Conference Room
2:00-3:00

Minutes

Committee Reports

- Recognition –
 - July SpotLight – Jeremy Stievers :
 - Need procedures for notification for promotion
 - Notification of ASC to participate in presentation
 - Email chairs of each committee to notify members
 - To be posted on blueView announcement- employees (by communication committee), blueView channel (by HR?), ASC webpage (by Communication committee)
 - Question presented as to whether the award needs to include a Minimum amount of employment before being eligible for winning award
 - A suggestion was made for committees to create Committee Procedure manuals/notes to maintain and pass along for archives and end of year accomplishments (1 page summary)
- Communication –
 - Will be working on internal communication (between communities);
 - Get listed anniversary awards from HR to webpage,
- Governance – Items to work on:
 - They need a co-chair for the committee
 - At-Large member –
 - Proposal process – formal process to submit to the appropriate Drake committee for action
 - Recruitment –
- Special Events –
 - Considering renaming committee: networking opportunities??
 - Activities to continue this year – mini-golf; pumpkin palooza, community efforts (back-pack supplies)
 - New ideas – team for habitat for humanity type things; All-staff university ice cream social right before school starts

Old Business

- Member at large – as governance looks to update with past chair being the at-large, the committee will follow the by-laws that the exe committee will appoint an individual to serve

New Business

- Role of the ASC chair
 - What committees should ASC be involved.
 - Should ASC have a balance of exempt and non-exempt status
 - List of committees that staff can participate (also to list representatives)
- Proposal process – to governance committee
- Recruiting members – to governance committee
- Communication – internal (ex: Recognition)
- Retreat initiatives – table until next meeting

Next Meeting – Wed, Sept 16th at 2pm

Respectfully submitted by:
Susan Breakenridge