

## SAG Meeting Minutes, Jan 25, 2017

### In attendance:

Joshua Woodfork, Jamin Totino, Wendy LeBlanc, Amanda McEnery, Barbara Beck, Lisa Quimby, Lori Dawson, Lisa Christenson, Idalia Sepulveda, Ben Harwood, Rebecca Shepard

1. Minutes from November 2016 meeting approved.
2. All discussion flowed from Survey results.

With regard to what responders prefer the SAG work on, top response was staff professional development. Following that in close succession were: informational meetings with guest speakers from across campus; performance reviews; manager training; working across divisions to save resources.

Idea was floated to send another (short) survey focusing on professional development, suggesting and soliciting ideas on the many ways this could happen. (For example, some of our informational meetings with guest speakers from across campus could be considered cross-divisional training.)

Some of the issues brought up in the survey, such as merit raises, could be addressed at SAG meetings – demystifying, giving the background / philosophy for why things happen the way they do here. The survey responses also lead us to conclude that we need to reiterate that the SAG can “be a conduit” for information from HR, but we cannot lobby HR or the union to make particular changes.

Joshua Woodfork advised that we recognize we cannot serve all staff, but still make efforts to hold events that Union and Admin Assistants can attend. Also suggested we use some of our budget money to take Admin Assistant(s) to lunch and have an informal conversation about how they can be involved more effectively. And in general, consider using budget \$ to do lunch with focus groups on a topic. Joshua also broached a topic for consideration: what non-monetary ways we might show appreciation for staff success?

### Action items:

Steering Committee members will each draft their own response to the survey; we'll meet Feb 15 to review these and come up with a synopsis. We'll e-mail this synopsis to all staff and also post it on website.

(?) Ask Crystal Moore to meet with us to discuss possibilities for increased faculty / staff communication / interaction; this also came up as a goal in survey, and she is interested in participating on this topic.