

Professional Staff Advisory Committee Meeting Minutes

Monday, December 16, 2024

In Person Leigh Hall 214 & virtual

In Person present: Scott Campbell, Sarah Hoge, Nate Meeker, Jeanette Montgomery, Melissa Olson, Dan Reichert, Mary Rossett, Caroline Tuesday, Eric Veigel

Virtually present: Dale Adams, Kim Proctor, Scott Roberts, Tiffany Schimdt, Marc Smith

Absent: Kelly Bialek, Helen Dauka, Erin Liggett, Sonya Wagner

1. Call to Order
 - a. Melissa Olson, chair, opened the meeting at 3:32 pm
2. Approval of Agenda
 - a. (Motion) Eric Veigel (Second) Nate Meeker
3. Approval of November Minutes
 - a. (Motion) Dan Reichert (Second) Nate Meeker
4. Chair Updates- Melissa- UC Committee updates- Our next meeting is January 27th in person only with President Nemer
5. Vice-Chair Updates- Sonya- No new report.
6. Financial Report- Nate- We still do not have money.
7. UC Committee Updates
 - a. UC- (Nate Meeker) Did not meet since it coincided with the Achievement Awards. But UC is looking for student groups on campus that are doing something “interesting”. Want to bring students in to connect with those on the committee with what’s going on around campus.
 - b. Budget & Finance (Kelly Bialek)- Not present
 - c. Campus Wellness (Erin Liggett)- Not present
 - d. Communications- (Tiffany Schmidt) – No update- will meet once during spring semester
 - e. Information Technology (Scott Roberts)- Not present
 - f. Institutional Advancement (Mary Rossett)- No update, and meeting in January is cancelled
 - g. Physical Environment (Melissa Olson)- Approved reassignments of rooms and there is a meeting this Thursday. Lots of shifting around on campus. No update on progress of selling Quaker Square.
 - h. Student Engagement & Success (Eric Veigel)- Committee met but did not discuss new business. Recapped fall semester.
 - i. HR (Jeanette Montgomery)- Next engage campus meeting is 2/11. Last one was standing room only. Next one is 5/13. Continuing meetings with shared services and organizational development. Look for the survey that came out around 12/9/24- complete by 1/3. Administrative Process Transformation meeting in Simmons 111 on 12/17 at 2pm.
8. Other Updates
9. New Business

10. Comments and Announcements

- a. Social Committee Sports events update- Football game had 41 tickets claimed. The volleyball game had between 17 claimed. Reminder that another event is this Friday. Dates for spring events will be announced soon.
- b. Should we prepare for meeting with President Nemer in January? Post them in Teams or email Melissa.

11. Adjournment

- a. Melissa Olson, Chair adjourned the meeting at 3:44 pm
- b. (Motion) Dan Reichert (second) Nate Meeker