

**COLLEGE OF EDUCATION STAFF COUNCIL COMMITTEE
FRIDAY, NOVEMBER 18TH**

**DEANS CONFERENCE ROOM
2:00-3:00**

MINUTES

MEMBERS PRESENT: PHILLIPE ST. GERARD, TERI DEBRUHL, ASHLEY DANZTLER, PEYTON PARADISO, LISA PETERSON, LAWONA HILL, LAUREN BROOKS, CAROLYN JOHNSON, RENE DAVIS

I. Call Meeting to Order

Lisa Peterson called the meeting to order at 2:00 pm.

- Reminder to post position descriptions on Blackboard

II. Bylaws: Update on Bylaws will be postponed until the Dean is present

III. Feature Staff Member of the Month:

- 1 staff member a month, photo and bio featured on the website
- The featured staff member will submit their own bio and photo to Philipe to be added to the website

IV. Upcoming Events:

- Thanksgiving celebration for staff, Tuesday November 22, 11:00 a.m. Google docs for a sign-up sheet. 11: a.m.-1:00 p.m.
- Sweethearts of Education event for Valentine's Day. Details to be discussed at next meeting.
- Leadership Week: Contact Margo Jackson to volunteer to work various programming events for Leadership Week.

V. AEC report: Lowana

- Professional Development funds available for staff, groups and individuals
- Discussed ideas to have staff involved as a subcommittee to provide input on PD applications.

Meeting was adjourned at 3:00 p.m.