

CSAC Minutes January 6, 2014

- December meeting minutes approved
- Upcoming All-staff meeting with Dean (9:00am, January 23, 2014, Holloway)
 - Review draft agenda
 - Suggestions:
 - Strategic Plan
 - Organizational Excellence
 - HR: Job Families and Recognition of Staff Successes
 - Limit Meeting to 1 hour
 - Catering
 - Creating a budget for retreat and breakfasts
- Upcoming Agenda Items:
 - Reward and Recognition
 - Spring Staff Retreat
- Next Meeting: Monday, 2/3/14

CSAC Meeting Minutes
March 10, 2014

- Approval of Minutes
- Approval of Amended Bylaws
- Staff and Program Areas Assignments: CSAC discussed possible options, but felt that a final decision could not be made without a detailed list of the current breakdown. CSAC will revisit for a final decision at the next meeting with the future of Ruffner in mind.
- Retreat:
 - Possible dates: Tuesday, May 20th or Wednesday, May 21st
 - Plans:
 - Breakfast and Lunch
 - Contemplative Sciences/Tish Jennings
 - Will revisit location and catering options in next meeting

Next Meetings: Monday, April 7th & Monday, May 5th 2:30-3:30pm in Bavaro 104

April CSAC Meeting Minutes

- Approved March minutes
- Approved modified bylaws to include updated election timeline
- Staff retreat
 - Stix catering
 - Details on room availability
 - Mindfulness workshop planning to continue...
- Preparing for CSAC elections in May
 - One more modification to bylaws must occur to elect representatives by clusters for better representation than by department
 - Representatives (2 year terms)
 - CISE
 - EDLF, UCEA, Ed Policy, CASTL-HE, and Youth-Nex *
 - CASTL
 - EDHS, SJC, and Kinesiology *
 - Dean's Office
 - * connotes new rep to elect this May 2014

NEXT MEETING: May 5, 2014

May 7 CSAC Meeting

- Approved April Minutes
- Organizational/ Representational Structure of CSAC
 - Discussion regarding organization of equitable representation
 - Currently defined by department, research center, and dean's office
 - Maintain bylaws rather than writing them based on factors that might change (physical proximity, reporting structure, etc...)
 - Eric suggested: Research, Academic, and Administrative buckets. 2 reps per bucket= 6 reps total
 - For every 15 staff, 1 representative
 - Minimum of 2 per category
 - FINAL SUGGESTION VOTED/ APPROVED. RESEARCH, ACADEMIC, AND ADMINISTRATIVE moving forward
- To Do: Rewrite ByLaws, THEN elections.
- RETREAT:
 - Location confirmed: Kaleidoscope Room, Newcomb 3rd floor
 - Program confirmed. Focus on Mindfulness and Contemplative Sciences Center
 - Food:
 - Bodo's for breakfast
 - Stixx for lunch

CSAC Meeting November 7th, 2014

Minutes

Members: Josh Fitzpatrick, ~~Adria Hoffman~~, ~~Brittany Kerr~~, Kelly Reinhardt, Ellen Shrum, ~~Julia Thomas~~, *Joey Carls*, *Eric Molnar*

Guests: Diane Cole, John Rhea

- Diversity Action Committee Elections
 - John Rhea Comments
 - Various Diversity Committees over the years
 - Currently an opportunity for action
 - Proposal
 - Diversity action statement – to be reworked
 - Associate Dean of Diversity Position – on hold at present time
 - Incorporate the best aspects of previous committee to represent all of Curry
 - Large Faculty presence, 2 staff members, 1 or 2 student reps
 - CSAC's role will be to elect staff members for DAC
 - 2 year term, with annual, staggered elections
 - E-mail will come from Kelly inviting nominations of staff members
 - Anyone represented by CSAC can be nominated
 - Names will be pre-populated
 - Nomination can be declined if chosen
 - John Rhea will serve the remaining year of his term
- Holiday Party
 - Diane Cole Comments
 - Suggesting wider Curry involvement
 - Proposed Date, Wednesday December 10th
 - Ellen volunteered to deliver items raised for food bank
 - Encouraged to be highly social
 - Encourage interactions outside of normal day-to-day tasks
 - Icebreaks, etc.
 - Need determine if to include students and what to do with impromptu attendance if possible
 - Perhaps a Cups and Conversations type of open invitation
 - Activities
 - Gingerbread house building was great
 - Other games might not have been needed
- Reminder that next meeting will discuss in detail both spring event as well as overall future events.
- Meeting for January moved to January 9th.