

Date: October 31, 2023

Room Number: Knight 3240 and WebEx

Start Time: 1:00pm

End Time: 1:30pm

Meeting Secretary: Tiffany McClay

Meeting Agenda

Agenda Item 1) Call to order: Rep Mike Daley called the meeting to order at 1:07pm

Agenda Item 2) Roll Call- taken by Mike Daley

Agenda Item 3) Elect Chair and Secretary

Tiffany McClay self-nominated for Secretary, unanimous vote yes

Amy Zervas self-nominated for Chair, unanimous vote yes

Agenda Item 4) Recurring Monthly Schedule for Committee

All member agreed to meet monthly for 1 hour the second Wednesday of each month at 11am

Tiffany to send meeting invites to member to include room and WebEx locations

Agenda Item 5) Potential Agenda Items for Committee work for 23-27 year

To discuss at next meeting (November 8, 2023)

Agenda Item 7) Adjournment: Meeting was adjourned at 1:30pm

Voting Members				
Name	Title	Department	Division	Attendance
Mike Daley	Manager	Operations	Information Technology	Yes
Becka Carroll	Assistant Director or Brand Marketing & Advertising	Marketing and Communications	President’s Division	Yes
Mimi Fattore	Counselor, Student Development	Advising	Student Affairs	Yes
Maya Geraldo	Manager, Academic Initiatives and Operations	Office of the VP of Academic Affairs	Academic Affairs	No
Tiffany McClay	Assistant College Purchasing Agent	Purchasing	Administration & Finance	Yes
Terry Notarpiippo	Information Services Technician II	Library	Academic Affairs	Yes
Amy Zervas	Coordinator	Human Resources	Administration & Finance	Yes
Non-Voting / Ex-Officio				
Raekwon Grace	Facilitator OD and DEI	Human Resources	Administration & Finance	Yes
Christine Lynch	Assistant Professor	Allied/Rehab Health/Occup Ther	Academic Affairs	No