



Wednesday, May 22, 2024

9:30 AM

MEMBERSHIP

Peter Bardsley, Chair - **Present**
Mason Walmsley, Secretary - **Present**
Kara DiPaola, Representative - **Present**
Tiffany McClay, Representative, Guest – **Present**

AGENDA

1. Roll Call
2. Approval of minutes of May 10, 2024
3. Establishing a system for maintaining accurate, reliable data
4. Finalizing 2024 elections and announcement of results
5. Special elections for 2024
 - a. Academic Affairs Vacancy
 - b. President’s Division Vacancy
6. Election plan for Assembly Leadership
 - a. Nominations
 - b. Voting process

MINUTES

1. Roll Call

Meeting commenced at 9:35 AM

2. Approval of minutes of May 10, 2024

Minutes of May 10, 2024, motion made by Mason Walmsley, second by Kara DiPaola
Votes for: 3, Votes against: 0, Abstained: 0

3. Establishing a system for maintaining accurate, reliable data

Peter B shared that he’s been considering the complexity of managing data and recognizes it is most like position management within an organization. There are several separate parts to track: namely seats, division assignment, which can change every year, start and end of terms, members, vacancies and committee assignment. The same principles of maintaining positions with the organization are true. Peter developed a rudimentary spreadsheet that can facilitate some better tracking (see Exhibit A) and hopefully ease the process of running elections in the future.

Peter B shared a proposed SharePoint communication site that could make it much simpler to manage the administrative work of the Assembly. It would serve as a new public facing webpage and would empower committees to manage their own work and allow the secretary to focus on their primary role and ensure compliance. This would eliminate a great deal of inefficiencies that are a result of using OU campus for such dynamic work.



4. Finalizing 2024 elections and announcement of results

The committee reviewed the preliminary voting. Engagement is low, a follow up email is already scheduled and Peter B will work with Marketing to have a message added to CC Daily. Peter B shared that on Friday, the vote will close, the winners will be invited to the assembly and they will be pinned.

Discussion ensued related to engagement. It was noted that it's important to accurately inform the community what the assembly's purpose is: a mechanism for gaining greater perspectives as the college approaches decisions on matters of importance. The sharing of viewpoints that can help create the most informed decisions is what the assembly does. It is an opportunity for individuals to contribute, to represent their functional areas, to gather relevant input from their teammates and share it with other members and the rest of the college.

5. Special elections for 2024

A resignation, post nomination period, created a vacancy in Academic Affairs. Additionally, no nominee from the President's Division came forward to accept their nomination. A special election will be held following the establishment of the reserve pool.

Academic Affairs had three nominees for only two seats. Provided the third candidate is willing to accept their position in the reserve pool, there will not be a need to call for additional nominations to fill Academic Affairs vacancy. The party will immediately take the vacant seat.

Only the president's division will require a special election to gain nominees to fill the single vacancy.

6. Election plan for Assembly Leadership

Nominations for the incoming Assembly Leadership will be facilitated by a nomination process in advance, and allow time for in-person nominations during the June meeting. A vote will be administered during the June meeting utilizing a Microsoft form accessible to all whether online or in-person.

Meeting adjourned at 10:30 AM



Staff Assembly

Elections Committee

Appendix A

VOTING MEMBERS OF ASSEMBLY														
Seat	Division	Status	Incumbent	Start Date	End Date	Email	Predecessor Incumbent	Constitutions and Bylaws	Elections	Student Success	Strategy and Financ	Operate	Technology and DA	Diversity, Equity and Includ
FT001	Academic Affairs	Active	Sandra Volon*	9/1/2022	8/31/2024	sivolon@crr.edu	Elizabeth DiStasio	Member		Secretary				Member
FT002	Academic Affairs	Vacant	Marya Graillo	9/1/2023	8/31/2025	mgraillo@crr.edu	Karen Devine	Member						Member
FT004	Academic Affairs	Vacant	Terry NodarDippo	9/1/2023	8/31/2025	fnodar@dippo@crr.edu	Reakwon Grace	Member		Chair				Chair
FT006	Administration and Finance	Active	Michael A. Ghetto	9/1/2023	8/31/2025	mghetto@crr.edu	Reakwon Grace							Member
FT007	Administration and Finance	Active	Peter Bardeley	9/1/2022	8/31/2024	pbardeley@crr.edu								
FT008	Administration and Finance	Active	Deloise White	9/1/2023	8/31/2025	dwhite1@crr.edu								
FT009	Administration and Finance	Active	Tiffany McClay	9/1/2023	8/31/2025	tmcclay@crr.edu	Michael Daley							Secretary
FT010	Administration and Finance	Vacant					Amy Zervas							
FT011	Administration and Finance	Vacant					Stephanie Colbral							
FT013	Administration and Finance	Vacant												
FT014	Administration and Finance	Vacant												
FT015	Administration and Finance	Vacant												
FT016	Institutional Equity/ Human Resources	Active	Kera D'Ponza	9/1/2022	8/31/2024	kdponza@crr.edu		Chair		Member				
FT017	President's Division	Active	Michael Parente	9/1/2023	8/31/2025	mparente@crr.edu	Rebecca Carroll							Chair
FT018	President's Division	Vacant					Christine Jenkins							
FT019	Student Affairs	Vacant					Verity Parr							
FT020	Student Affairs	Vacant	Nargha Gafar-Rego	9/1/2022	8/31/2024	ngafar@crr.edu	Helen Ducharme							
FT022	Student Affairs	Vacant												
FT023	Student Affairs	Vacant												
FT024	Student Affairs	Active	Kaylee Collins	9/1/2023	8/31/2025	kcollins4@crr.edu				Member				Member
FT025	Student Affairs	Active	Benson Arriago	9/1/2023	8/31/2025	barrigo@crr.edu				Member				Member
FT026	Student Affairs	Vacant												
FT027	Student Affairs	Active	Kevin Novell	9/1/2023	8/31/2025	knovell@crr.edu		Member						Member
FT028	Workforce Partnerships	Active	Yvonne Chinchilla*	9/1/2022	8/31/2024	ychinchilla@crr.edu	Beatrice McGeogh							
FT029	Workforce Partnerships	Active	Tiffany Sanders	9/1/2022	8/31/2024	tsanders@crr.edu								
FT030	Workforce Partnerships	Active	Jane Reggio	9/1/2023	8/31/2025	jreggio@crr.edu								Member
FT001	Academic Affairs	Vacant												
PT002	Administration and Finance	Vacant												
PT003	Student Affairs	Vacant												
PT004	Institutional Equity/ Human Resources	Vacant												
PT005	President's Division	Vacant												
PT006	Workforce Partnerships	Vacant	Donna Rograts	9/1/2022	8/31/2024	drrograts@crr.edu								
NON-VOTING MEMBERS OF ASSEMBLY														
EX001	Human Resources		Reakwon Grace			rmgrace@crr.edu								Member
EX002	Administration and Finance		Shaune Hogan			shogan1@crr.edu								Member
EX003	Administration and Finance		Amenahie McMahon			amenahon2@crr.edu								Member
EX004	Administration and Finance		Paul Rylander			prylander@crr.edu								Member
EX005	Administration and Finance		Jeff Augustine			jjugustine@crr.edu								Member
EX006	Administration and Finance		Sun Turcotte			sturcotte@crr.edu								Member
EX007	Student Affairs		Mason Wainstey			mwainstey@crr.edu								Member
EX008	Administration and Finance		Jim Bradley			jbradley@crr.edu								Secretary
EX009	Student Affairs		Phil Gordon			pgordon1@crr.edu								Chair
EX010	Administration and Finance		David Rawlison			drawlison@crr.edu								Member
EX011	Administration and Finance		Michael Frisveth			mfrisveth@crr.edu								Member
EX012	Administration and Finance		David Rowbotham			drowbotham@crr.edu								Member
EX013	Academic Affairs		Marydele Combe			mcombe@crr.edu								Member
EX014	Administration and Finance		Rajeev Jayadeva			rjaya@crr.edu								Member
EX015	Student Affairs		Allison Hite-Robinson			ahite@hite-robinson@crr.edu								Member
EX016	Administration and Finance		Shaune Hogan			shogan1@crr.edu								Member
EX017	Student Affairs		Greg Laporte			glaporte@crr.edu								Member
EX018	Student Affairs		Anna Batye			abaty@crr.edu								Member
EX019	Academic Affairs		Jo-Ann Albino			jalbino@crr.edu								Member
EX020	Student Affairs		Janet Viorito			jviorito@crr.edu								Member
EX021														