



---

# MEETING MINUTES FEB. 4, 2020

---

RDMT 255, 2-3 p.m.

**Meeting called to order:** 2:00 p.m.

**In attendance:** Cathy Brewster, Erin Frock, Lauren Gatto (Chair), Elizabeth Humphrey, Sidney Sullivan

**Absent:** Cliff Bartl (Proxy: Cathy Brewster), Sandra Martinez, Lori McDonald

**Guests:** Kate Kirkpatrick, Rebecca Eckland

---

## Approve December 3, 2019 meeting minutes

---

The minutes for December 3, 2019 were motioned and seconded by Cathy Brewster and Beth Humphrey respectively and approved unanimously.

---

## Professional of the Month

---

The next Professional of the Month has been selected. The committee discussed ideas on how to get more nominations such as contacting deans and directors, contact former Professional of the Months, ask Diane Nicolet to promote at the Administrative Faculty Committee, and remind the Faculty Senate.

---

## Holiday Party

---

The ugly sweater contest was popular and Lauren donated a lot of decorations for next year.

---

## Faculty Champion Program

---

The survey questions were reviewed and an introduction will be needed. The next steps are to ask the President to honor the champions during Kick off, pick a month to market and administer survey (last two weeks of March and first two weeks of April), print submission on certificate suitable for framing that will be delivered later, and promote on social media.

---

## Distinguished Faculty Awards

---

Olga Katkova will be the new chair taking Michelle Montoya's place. There are 7 nominations for teaching and 10 for service. Individuals have until February 23, 2020 to submit documentation. The sub-committees have been chosen.

---

## Lollipops

---

These will be added to the professional of the month baskets, taken to the tutoring center for use during midterms and finals, and also handed out at new employee orientations.

---

## Recognition Cards

---

The cards can be found online and can also be used with Classified Council's flower sales.

---

## Other Business

---

**Performing Arts Night at the Theatre:** A dance event will be held at the Dandini Campus on April 30, 2020.

Meeting dates for Spring 2020 at 2:00pm in RDMT 255 on the following Tuesdays:

3/3/20, 4/7/20, 5/5/20

#### 2019-2020 Calendar of Events

- Jenga Tournament (Aug)
- Pumpkin Decorating (Oct)
- Night at the Theater (Nov)
- Holiday Party (Dec)
- Distinguished Faculty Awards (Mar, Apr, May)
- Night at the Theater (Apr)
- Professional of the Month (Aug, Sep, Oct, Nov, Dec, Jan, Feb, Mar, Apr, May)
- Random Acts of Recognition (ongoing)

Adjourn: 3:00 p.m.