# MEETING MINUTES MAR. 26, 2019

Meeting called to order: 2:02 p.m.

In attendance: Cliff Bartl, Cathy Brewster, Erin Frock, Lauren Gatto, Hallie Madole, Sandra Martinez, Michelle Montoya (Chair), Sidney Sullivan, Donna Kamen

## Approval of the January 22 and February 26, 2019 meeting minutes

The January 22, 2019 minutes were motioned and seconded by Lauren and Sidney respectively and were approved.

The February 26, 2019 minutes were motioned and seconded by Cathy and Sidney and noted to correct a name spelling. The minutes were approved as amended.

#### Distinguished Faculty Awards

The first round of voting will commence March 29 and two finalists for each category will be selected for the final round.

# Random Acts of Recognition

Committee members will deliver to departments and campus sites. The committee will have a table at upcoming events at the different campuses to sell lollypops and provide recognition cards. Michelle will send cards.

An Administrative Professionals Day event was discussed. Michelle will check room availability and possibly the foyer of the Learning Commons from 11-1 p.m.

## Professional Employee of the Month

Voting for nominees is set up in a Google form.