



# MEETING MINUTES NOV. 7, 2023

Zoom, 2-3 p.m.

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

**In attendance:** Sam Byington, Tara Connolly (Chair), Erin Frock, Tommie Guy, Karla Henricksen, Beth Humphrey, Shea King, Sandra Martinez, Roxanne Moschetti, Viola Pellissier, Sidney Sullivan

**Absent:** Amber Anaya, Jillian Kiefer, Megan Moore, Roxanne Moschetti, Debi Pezzuto

## Approve September 5, and October 3, 2023 Meeting Minutes

Viola Pellissier moved and Sandra Martinez seconded to approve the September 5 and October 3, 2023 Meeting Minutes. The committee unanimously approved the motion.

## Professional of the Month

October's awarding was postponed and will be awarded soon. November's voting form will go out soon.

Basket assignments:

October – Karla Henricksen

December – Megan Moore

November – Debi Pezzuto

## Career Champions

Sidney received feedback from some administrators that some faculty were advertising Career Champions to students to elicit nominations and that some were using it inappropriately as part of their performance evaluations. The suggestion also came up to make it a once a year event. In our September meeting, we decided to add a line to the nomination form that this is a student nominated award and should not be used in such ways. We discussed the pros and cons of keeping our format the same or changing this to an annual event. The committee agreed to keep the format the same.

## People, Pets and Pumpkins

Tommie noted that we had multiple entries in the virtual component but only one pumpkin for the in-person component, so the contest was closed down immediately. We will likely keep the virtual component going next year.

## Distinguished Faculty Service Award – Finalize Rubrics/Questions

The committee finished editing the updated award selection criteria, rubric, procedures and timeline.

## Other

None.

Adjourn: 3:00 p.m.

Next Meeting: December 5, 2023