



Truckee Meadows Community College

Faculty Senate Recognition & Activities Committee

---

# MEETING MINUTES FEB. 26, 2019

---

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

**In attendance:** Cathy Brewster, Erin Frock, Lauren Gatto, Hallie Madole, Lori McDonald, Michelle Montoya (Chair), Sidney Sullivan

**Absent:** Cliff Bartl, Olga Katkova, Sandra Martinez, Gail Small

---

## Outstanding Item

---

Notes for minutes have been misplaced for the October 2018 meeting. Anyone with notes from that meeting is asked to forward to Michelle Montoya so documentation can be filed with the Faculty Senate office.

---

## January 22, 2019 Meeting Minutes

---

Meeting minutes from the January 2019 meeting cannot be approved at today's meeting due to lack of quorum. Michelle will move to an online vote to approve minutes.

---

## Distinguished Faculty Awards

---

Twenty nominees were received, 15 accepted and turned in documents; 11 for service and 4 for teaching. Review committee has been selected to interview and/or observe faculty finalists. Michelle encouraged more reviewers to observe for teaching faculty finalists, Cathy talked about how enjoyable it was to observe. Members should talk to Olga if interested. March 29 scores are due from submitted materials and interviews/observations due by April 26.

---

## Random Acts of Recognition

---

Changes are being made to the cards. Michelle is looking for printing budget and a foundation liaison. The committee discussed if Recognition committee wants to take on Random Acts of Chocolate or maybe a collaboration with Classified. Tina May still has lollipops. Michelle likes the idea of doing cash tables, selling lollipops, or other chocolates, with cards for cash, having liaisons at different campuses to also sell. Looking at week of April 22 since April 24 is Administrative Professional's Day.

---

## Professional Employee of the Month (POM)

---

We are behind in awarding our POM's and Cathy needs list of all winners by April 10th for end of year program/awards. The committee decided no length of service needed to be nominated, but we will continue with two years between winning. Volunteers from the committee are needed to award the POM's. Date always defers to president's schedule. Changes to the website need to be made for this award.

---

## Memorial Plaques

---

This idea was first presented to the committee in 2016 by Tammy Johnson. The committee voted to approve her idea but no funding had been identified. Waiting for the Foundation and Faculty Senate to find funding and approve. Logistics of project are still undetermined.

## Night at the Theater

---

The spring production of *Almost Maine* will be the last production in the Keystone Theater. Cathy has started working with the president's office to get this on her schedule to do another employee night with discounted tickets, focusing on newer employees. If opening night is chosen, both Michelle and Cathy will be out of town and someone else from the committee would need to step up to assist with this event.

## New Business/Old Business

---

Michelle announced she is coming to the end of her term as Chair of the Recognition Committee. It will be on next month's agenda to discuss.

**Meeting adjourned:** 3 p.m.