

Present: Trenton Beamon (CECI UAC), Rita Cooper (CECI Dean's Office), Mark Hoffman (CECI Dean's Office), Lynnea Santoyo (LEFT), Quincy Williams (SCLD) and Rayshena Wilson (SCCJLS)

Absent: Jason Cronkrite (OCA), Mei Mah (CEP), and Suzanne Cohrs (ELC)

1. Minutes for February 16 were unanimously approved.
2. Committee Representation
 - Lynnea emailed Emily Nichols, former chair of Faculty Governance (FG), the language to have a Dean's Office representative added to the Staff Executive Committee Bylaws but didn't receive any response.
 - **Action Item: Lynnea will forward the request to Karyn Rabourn and Elizabeth Stolle, the new co-chairs for FG, for approval.**
 - In establishing a pattern for bylaw proposals, Mark thought discussions during the Winter Meeting (April 17) was a logical step in the process. A decision to follow would be made by either the Dean or FG.
3. AP Awards
 - Jamie Langlois, CACC Chair, had emailed Lynnea regarding college nominations. Quincy suggested and submitted the nomination for Trenton Beamon to receive the AP Commendation.
 - Quincy mentioned the University AP Committee's 10-year master plan. No student input and unrealistic.
4. Winter Meeting
 - Jamie had sent Lynnea a tentative copy of the Winter Meeting agenda. Lynnea asked for input.
 - Discussed the creation of a staff survey to be distributed during the Winter Meeting. Questions on the survey will be:
 - What opportunities do you want the Staff Executive Committee to address?
What feasible resources are needed?
 - What professional development would be beneficial to you?
 - Please share other thoughts or concerns.
 - Lynnea and Rayshena will distribute the survey during the meeting.
 - Results will be discussed during the next scheduled meeting to be held on April 20.
5. Other Business
 - Encourage others to self-nominate to fill vacant seats on the committee.

Upcoming Meetings

Thursday, April 20 – 303C DEV

All meetings will be held between 2:00 to 3:00 p.m.

DRAFT