

# **Professional Employees Council Notes**

Date- September 5th, 2007

2:30-4 p.m.-AD-148, Couper Administration Building

**Present:** Borruso, H., Cannone, D., DeClemente, S., Deligato, Y., Dorak, J., Hoefner, G., Horn, H., Lane, M., Martin, M., McManamon, C., Monroe, J., Morales, L., Orlovsky, S., Partell, T., Roth, J., Saunders, D., Stone, D., Wojcio, J.

**Excused Absence:** Cahill, P., Dorak, J., Gates, J., Hanford, T., Santobuono, S., Wood, D.

**Unexcused Absence:** Harris, G., Jenson, B., Verhoeven, C., Whyte Johnson, Y.

## **I. Changes for the Minutes**

Minutes from August 8<sup>th</sup> approved. Mary Ann M. and Siusan Orlovsky.

## **II. Announcements**

Name tags handed out.

Introductions done.

Foundation has a job opening that they cannot post on Jobline if you know of anyone interested let Theresa know.

All new PEC documents have been handed out.

## **III. Committee Reports**

### **a. Communications- Dave Stone**

Nothing to report

### **b. Rules- Darryl Wood**

No one present to report

### **c. Professional Development- Bonnie Jensen (Sara Reporting)**

Looking into possibilities for fundraising. Five applications for funds meeting on Friday. Going to try and move forward with golf tournament next year with UUP acting as a sponsor.

### **d. Committee on Professional Recognition-**

Working on luncheon.

## **IV. Old Business Discussion**

Review of Calendar- Under legal holidays some offices are open whenever classes are in session. It should say classes may be in session.

Motion to approve to print: Mary Ann and Mariah

## **V. New Business**

Request from Kathy Bowman to have someone serve on Faculty Senate and Committee for University Environment (CUE). Email Grace if you are interested. Theresa Partell is

interested in Faculty Senate. Mariah Lane and Holly Horn are interested in the CUE committee. The Executive board will meet and get back to everyone.

## **VI. Other**

Will need to approve SOP for next meeting.

Goals:

Will need to make them our own.

Topics that we are interested in:

The mentoring program.

Will have meetings with the President and Vice Presidents

Would like to hold meeting at Downtown Center and ITC at some point.

Make sure that distribution of funds continues

Ask Thom Hanford for Banner overview

Discuss Space Allocations, it should not be left to the department to deal with

Larger classrooms needed

More promotional Opportunities

Side note: ITC has lots of space for meetings.

## **VII. Next Meeting**

Next meeting September 19, 2007 3PM-4:30PM

AD-148, Couper Administration Building

Motion Dave S., Holly H.: Meeting adjourned 4:15 PM