

# University Council

## MINUTES

OCTOBER 24, 2011 1:00 PM

TALENT DEVELOPMENT AND  
HUMAN RESOURCES

MEETING CALLED BY	Dr. Becky Hoover
TYPE OF MEETING	Initial Organizational Meeting
FACILITATOR	Dr. Becky Hoover
NOTE TAKER	Margaret Canzonetta
ATTENDEES	Becky Hoover, Mark Shanishaw, Lissia Gerber, Margaret Canzonetta, Aiesha Motley, Sue McKibben, Susan Speers, Mary MacCracken, Kelsey Risman, Kaza Katusin

### Agenda topics

#### INTRODUCTIONS

DISCUSSION	The members of the Committee introduced themselves and indicated to the group why and how they chose to be on the Talent Development and Human Resources Committee. Dr. Hoover gave an overview on the purpose of the Council and the Committee and identified potential areas for exploration/study/recommendations by the group.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

#### ELECTION OF OFFICERS

DISCUSSION	After reviewing the roles and responsibilities of the officers for the Committee, members indicated if they were interested in serving as an officer. Lissia Gerber, Sue McKibben and Susan Speers indicated their interest in becoming the Chair and each gave a brief overview of their experience and why they were interested in becoming the Chair. Mary MacCracken and Aiesha Motley indicated their desire to serve as Vice-Chair and also reviewed their experience and reasons why they wanted to be Vice-Chair. Margaret Canzonetta expressed an interest in serving as the Secretary and no other members indicated a preference to serve in this capacity.
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CONCLUSIONS	A secret ballot was conducted by Dr. Hoover with the result naming Sue McKibben as Chair, Mary MacCracken as Vice-Chair and Margaret Canzonetta as Secretary.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

#### DETERMINE GOALS

DISCUSSION	Dr. Hoover presented a list of items covering examples of UA interests (staffing levels, salary [motivation, fairness], legal compliance, excellence [individual, team, succession planning]) and individual employee interests (work-life balance, career satisfaction to grow professionally, salary recognition and benefits). The Committee discussed a goal of focusing on performance planning and recognition. Examples included training for supervisors, non-monetary perks, high achievers recognition.	
CONCLUSIONS	The Committee agreed to begin focusing on performance planning and recognition. Dr. Hoover indicated that she would forward a copy of the new pilot performance planning document for review.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

#### ESTABLISH MEETING CALENDAR

DISCUSSION	The Committee discussed holding meetings twice a month, possibly on Mondays from 2 to 3 pm. The date and time will need to be changed for the Spring semester.	
CONCLUSIONS	Dr. Hoover's assistant will schedule the Committee meetings on every other Monday from 2 to 3 pm until January 2012.	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

OBSERVERS	
RESOURCE PERSONS	
SPECIAL NOTES	