

University Council

MINUTES

APRIL 12, 2012

2:00 PM

TALENT DEVELOPMENT AND
HUMAN RESOURCES

MEETING CALLED BY	Sue McKibben, Chair
TYPE OF MEETING	Committee Meeting
FACILITATOR	Sue McKibben, Chair
NOTE TAKER	Margaret Canzonetta
ATTENDEES	<p>Members: Becky Hoover, Margaret Canzonetta, Sue McKibben, Mary MacCracken, Susan Speers, Neil Sapienza, Lissia Gerber</p> <p>Absent with notice: Kelsey Risman, Mark Shanislaw, Caleb Clark</p> <p>Absent without notice: Karastin Katusin (1); Aiesha Motley (1); Michael Schuldiner (1)</p> <p><i>(We are starting to count the absences without notice in case replacements are necessary. The number represents occurrences.)</i></p>

Agenda topics

ISSUE BRIEF: UNIVERSITY COUNCIL RECOGNITION LETTER

DISCUSSION	<p>Committee members gave Sue a few minor changes to the University Council recognition letter. It was agreed that the list of committee members will be sent to the Provost office to produce the letters. Sue will prepare the response to the issue brief.</p>
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SECOND ISSUE BRIEF: RECOGNITION AWARDS

DISCUSSION	<p>The Committee discussed the issue brief for recognition awards for University staff. To begin the discussion, Becky asked for input on the University's annual service award ceremony. She indicated that the event is very costly to the University. The University needs to define what we are recognizing if the program should go beyond recognizing service only. Becky wondered if it would be more useful to decentralize the recognition ceremonies to the departments/colleges since those employees would be in a better position to recognize the time and commitment of the employees. Committee members commented that direct praise from a supervisor was more desired; compliments would be more specific and have better timing; research indicates that recognition needs to be honest, heartfelt and specific.</p> <p>A discussion ensued about a comparison on why a centralized program is desirable. Members noted that a centralized celebration builds community and is an</p>
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	<p>acknowledgement to the entire university.</p> <p>If the university decides to continue with the annual recognition program, service should not be the only focus. Perhaps tables could be set up at the event illustrating successful projects or teams. The Committee also discussed perhaps setting a limit of celebrating 25+ years of service. Only milestone years could be acknowledged in a less formal way. It was concluded that the event needs to be reworked, decisions need to be made on whether the event should be decentralized, and decide what the University wants to recognize.</p>

BRAINSTORMING SESSIONS ON THE QUALITIES OF REMARKABLE EMPLOYEES

DISCUSSION	<p>Becky created worksheets on specific qualities of remarkable employees outlined in an article titled “8 Qualities of Remarkable Employees” by Jeff Haden found on www.inc.com. She asked committee members to vote or further describe the qualities that make employees more effective. The committee provided additional feedback as listed on the attached “Remarkable Individuals” document which is a transcript of the committee’s ideas.</p>

NEXT MEETING

DISCUSSION	<p>The next meeting of the Committee will be held on Thursday, May 17, 2012 at 2:00 pm in Leigh Hall 413.</p>
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