



**EXECUTIVE TEAM
MEETING AGENDA**

Wednesday, October 10, 2018 9:00 to 11:00 a.m. **Paul Joyce Faculty & Staff Lounge**
Off-Site Connection: ZOOM – See meeting invite for connection details

- I. Call to Order.....Howard
- II. Staff Member of the Month..... Butterfield
- III. Roll Call – Determination of Quorum.....McGarry
- IV. Approval of Minutes.....Howard
- V. Guest Presentations –
 - a. Ombuds, Laura Smythe
 - b. Tammy Miller, Registrar’s Office, Series 25 Administrator: R25 room scheduling software
- VI. Executive Committee Reports
 - a. Off-Campus.....Fox
 - b. Communications.....Hoffmann
 - c. Treasurer.....Freitag
 - d. Secretary.....McGarry
 - e. Technology.....Kearney
 - f. Vice Chair.....Baker
 - g. Chair.....Howard
- VII. Advisory/Other Reports
 - a. Faculty Senators.....Tibbals
 - b. Human Resources.....Matthews
 - c. Finance & Administration.....Foisy
 - d. Professional Development & Learning.....Keim
- VIII. Old Business
 - a. Response to Active Shooter Training (RAST)– scheduling postponed until new Security Liaison is in place.
 - i. More information coming soon
- IX. New Business
 - a. Changes to newsletter?
 - b. Christmas party planning - volunteers
- X. Good of the Order
- XI. Adjournment