

## ERAC Committee Meeting March 2015 Minutes

### **Committee Realignment – Open discussion about ERAC members’ commitments.**

Katie Welsh Radande discussed possible committee changes for the coming years. Some recent member feedback suggests members are over-committed. To help determine breakdowns for committees/working groups in the future, members discussed realignment and group numbers to determine how to make each group proactive and successful.

Example – Each member serves on one committee and meets with a campus liaison.

Example – Each member is on one committee, one working group and meets with liaison.

**Communications:** Carla, Brenda, Glenn, Yatin rolling off in June. Needs 5 total

**Events:** Glenn rolling off in June. Katrina will chair; committee of 3 will work.

**REACH:** Clara and JoAnn stepping down from REACH but may be able to help, as needed. REACH will run with 3 members until the end of the year. Janice rolling off in June. REACH may run with one cohort instead of two; will need 3-4 members in the future.

**Campus Liaison:** Yatin rolling off in June. 3-4 would be sufficient.

**Awards:** Yatin and Glenn rolling off leaving 3 current members. Need 4 total.

**By-Laws:** Janice rolling off in June. Need 3-4 members for next year.

**Membership/Election:** currently has 4; could do 3.

**Campus Climate:** Brenda rolling off in June; will need 3-4 to be successful.

ERAC is a committee of 18 members and next year we will have two ex-officio members as well. There are 30 commitments among 18 people. Possibility: Add two members = 20 members among 30 commitments. What if we said two commitments for ERAC?

Other thoughts:

**CEC:** We need to figure out who from ERAC in the future is connected to CEC; currently Angela, Clara and Carla. CEC has asked ERAC to determine how the groups can be purposefully linked in the future. Two members from ERAC – who/how long/always the chair or not? CEC would like to include in both groups’ bylaws.

**Staff-Faculty Rep:** ERAC was approached last year by Faculty Compensation Committee; Carla met with group. On hold until new president in place. For more permanent connection, we could ask if a staff member could be on a faculty committee.

**FSCN:** currently Judy, Angela, Clara; should there be future, purposeful connection as with CEC?

**Transportation & Parking:** Does committee need ERAC member? Without ERAC there are only students on the committee. Weekly hour-long commitment.

**Tradition of Excellence:** one person from Awards could serve on this committee

**Wellness Committee:** no longer exists

**150th Committee:** Carla serving & will stay on as ex-officio; will finish after next year

**Chris Halladay, AVP, Human Resources**

Chris Halladay asked, "How would you describe what ERAC does?"

ERAC members answered as followed:

- We have broken down into committees and put our programming out to the entire campus.
- We bring to light current issues on campus, ways for staff to get out of their office and mingle with each other.
- I think a lot of us hear staff members saying that we are behind our desk so much so it is nice to get out and talk and meet people that we only know via email.
- With that comes two challenges – some staff do not feel they have the opportunity to get away from their desks; thus, we're only reaching a small number of staff where ERAC's mission is to reach staff all around campus.
- People don't know how to join committees. ERAC provides networking opportunities.
- It can also help you do your job better because of what you learn
- It is pretty impressive that we have a room of members from across campus. We are able to be the representatives for staff members who are not on ERAC. At every opportunity, we need to give people a better understanding about what we have done"

CH: "Being this voice of staff – this group that creates opportunities for others and represents staff perspectives – what would you say are the most important issues/challenges to creating a 'Lehigh Community'?"

- I think we have started it with the Iron Pigs and Phantoms – opportunities to get people together outside of work. Our programs allow us to do things that are fun outside of work.
- I think it is getting back to how we used to be. We were a caring community and that close-knit network helped each other.
- Helping people create a good work/life balance is also very important.
- Staff members do not feel as connected to university as they used to be. We used to be less micro-managed.
- There are no rewards for people who do excel at their jobs, so staff morale has declined.

CH: "Lehigh has an incredible legacy that we need to honor and higher education is constantly changing. So what can we do so that we can honor who we are and embrace our shifting culture?"

- We are engaged in what we can do.
- Many staff members feel invisible; initiatives appear to be focused on faculty and students.
- ERAC has tried to bring a purpose to this group, but we are not really the voice on the campus.
- ERAC: How can ERAC take on more of an advisory role?

CH: "Keep working on building relationships across campus respectfully and skillfully. Ask yourselves: How can we be helpful and how can we be smart about it?"

- ERAC: How can the relationship between ERAC and HR help us?

CH: "I think it is important to have that relationship for more than one reason. I would like to see more career development (advising, consulting) and to see HR advising staff in the direction that they (staff) want to go. I would like to work with vice presidents to ensure that they have a skill set that supports that."

- ERAC: How will ERAC work with HR?

→ Judy spoke about how we are doing a good job and thanked everyone for their hard work.

CH: “One challenge that exists in all higher education institutions is the reporting structure between and among staff and faculty.”

→ There is the possibility of staff town halls.

→ The Executive Committee will be meeting with Chris Halladay and Pat Johnson next week. This is the start of a continuing and evolving dialogue.

### **New Business Updates**

President Simon will be on campus Friday, March 27, and would like to meet with ERAC. Please let Carla know by Friday who will be able to attend a 3 p.m. meeting that day.

Please send all committee updates to Carla by Friday and she will compile it so we feel that we are on the same page.

Chair’s Note: The meeting ran long, and many members left as they needed to. No formal adjournment.

Submitted by,  
Morgan Nelson,  
ERAC co-secretary