

ERAC Employee Relations Advisory Committee

Meeting Minutes

Wednesday, May 10, 2017

11:00 a.m.

UC 303AB Hutchinson

Members

Ashley Baker, Bob Bruneio, Peter Bryan, Clara Buie, Susan Ellis, Angela Scott Ferencin, Liz Hill, Katrina Kraft, Ellen Z. Lewis, Ellen Liebenow, Rose Anne Martinuzzi, Mary Jo McNulty, Liz Miller-Coleman, Traci Mindler, Morgan Nelson, Robin Schenkel, Jen Topp, Marlene Vant Hoogt, Michael Weaver, Judy Zavalydriga

Absent: Mary Jo McNulty, Bob Bruneio, Ashley Baker, Judy Zavalydriga

Thank you to everyone who is leaving ERAC and welcome to all of the new members!

We took the time to welcome all the new members and introduced the current ERAC members.

Committee Updates

Events/Communications

We had a collection box at the Faculty/Staff Dinner and we did receive donations for the Homework Club. We are going to ask our members in the next hour if we can have a larger support system reaching out. We think it can be really great if we all get together and put a little into it. We partnered with the Community Service Office this year and we are working to earn supplies for Broughal's Homework Club. There are flyers out there and we can also send it off to the group again. This is an ongoing event throughout the summer. We already have staff signed up to volunteer to work those tables. Our target date to have this wrapped up in the middle/end of August.

We currently have 35 people signed up for the Ironpigs. We hope to get 100. We are going to start heavily advertising for that event again. Does everyone agree that Glenn Piper is going to be the Employee Spotlight person? Yes. We are trying to figure out how to spotlight and showcase one employee a month in the Spotlight. We want to try to roll it out in September. Anyone else that has any ideas you can bring to the committee as a whole.

REACH

REACH is a fun committee to be able to bring staff members across campus and helping them learn about different spaces of interest. We have a registration that goes out in the beginning of the year to put together cohorts. According to their interest we set up cohorts in different spaces at Lehigh over lunch. It is great to work and collaborate Knowledge at Noon because a lot of the same people sign up for both. REACH is a perfect opportunity to be able to assist in the outreach amongst campus. Knowledge at Noon sessions are held monthly (under the Events Committee).

Membership/Awards

The membership committee works more so in the Spring semester. We meet in the fall but just to set the timeline and decides what needs to be done. We really kick off in January. There are currently 6 members. Mary Jo from HR sets up the awards aspect of it.

We received 25 nominations (17 exempt/8 non-exempt) The email went out to confirm that those nominees would like to be on the ballot. They will then be asked to give a quick biography and the campus will vote.

By Laws

It has been dormant. Policies/procedures are adequate. New members are welcome to join. It does not require a lot of commitment.

There are also a couple of us from ERAC that represent on CEC and the Parking Appeals Committee. The new members will be receiving more information about the committees and a request to join committees. Those serving on a leadership role can not serve on another committee. One is required for all ERAC members. Descriptions are on the websites.

Liz Miller will be the new ERAC Chair. She is very much looking forward to working with everyone.

1) Meeting adjourned at 11: 42AM by Traci Mindler and Mary Jo McNulty.