

## **Meeting Minutes**

Meeting Date: January 8, 2009

Location: Old Main, Room 201

Present: Karin VonKay, Marylynn Quartaroli, Tom Carpenter, Debbie Wildermuth, Robin Long, Dina Barnese, Marcelle Coder, Terri Hayes

Ex Officio & Guests: Anne Marie Mackler, Development Coordinator University Advancement, Allison Jeanne Stender Mrazek

Excused: John McGregor, David Foruges, Steve Saville, Paul Wagner, Mehrdad Khatibi, Susan Johnstad, Franklyn Taylor, Jane Thompson, Kim Knowles, Eva Hatchner

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### **1. Call to Order**

Tom Carpenter called the meeting to order at 8:35 AM

### **2. November Minutes**

A motion to approve the November meeting minutes passed.

### **3. University Advancement's Employee Campaign**

Anne Marie Mackler, Development Coordinator in University Advancement, came to speak to the group regarding the NAU Fund Employee Giving Campaign. The campaign will launch in April and Anne Marie is looking for insight about the audience (NAU employees). Currently 11% of NAU employees give back to NAU. This figure excludes administrators who give back at 75%. Her goal is to raise total the percentage of employees who give to 25%. Ann Marie will model the campaign similarly to the United Way campaign, where individuals within departments take a lead role in communicating with their respective colleagues about contributing. For more information about getting involved and/or with any other ideas about how to best communicate to current employees, please contact Anne Marie Mackler at [Anne.Marie.Mackler@nau.edu](mailto:Anne.Marie.Mackler@nau.edu) or 3-0668.

### **4. Adopt a Family**

The Adopt a Family project was a success. Thanks to the Franke College of Business for hosting the wrapping. Discussion surrounded getting started sooner next year. Continuation of this project will be on next month's agenda. An article about the success will be placed in the upcoming newsletter.

### **6. Survey Results**

There were 122 respondents to the SP survey. Discussion was held about the results and how they might impact priorities and for the group. Attempts to include Distance Learning Service Professionals were discussed. In an attempt to increase the response rate, it was suggested that the survey be distributed sooner in the term. This also led to discussion

about SPAC activity during the summer months. More discussion on this topic will be held at an upcoming meeting.

### **7. Committee Reports**

Brown Bag lunch committee: 3 brown bags will be held this spring. The committee will use the survey results to identify possible topics/speakers.

Newsletter: Tom will contact Susan about upcoming deadlines for the next newsletter.

Alternative Dispute Resolution: No activity, expect a report in February.

SPAC ambassadors: Ready for the next list of new service professionals

SPAC Mixer Committee: Tom will chair the mixer and leadership committees and will invite additional participation soon.

A discussion of rotating rooms for each meeting was held and will be discussed more as we plan for next year. All upcoming meeting sponsors are encouraged to get information to Tom about where their meeting will be held so it can be posted on the website.

Academic Standards Committee: Meetings are very student related, petitions, appeals etc.

Summer Conference: Meetings are expected to begin soon

EDSF: After giving out approximately \$7000.00 for employee development there is still money to distribute.

Faculty Senate: Discussions of late have been focused primarily on budget issues.

Benefits: This committee has not met

Disability Access: This group is working on options to improve the incorporation of universal design into teaching. Discussion of new building structures and their disability access is a top priority.

### **8. For the good of the order**

Thanks Dina for compiling, distributing, and collecting results for the SP survey!

**Meeting adjourned:** 9:45 AM

**Next meeting:** February 12, 2009 Residence Life

**Respectfully submitted,** Terri Hayes, Recording Secretary