

Staff Council Communications Committee

Meeting Minutes

April 8, 2015

I. Call to order

Kevin Hatgas called to order the first meeting of the Staff Council Communications Committee at 10:00am on April 8, 2015 at Rodman Hall.

II. The following persons were present: Troy Fields, Connie Brooks, Michael Pasquale, Kevin Hatgas

III. Opening Remarks

Kevin summarized a few topics that were discussed during the Staff Council executive committee meetings including the slow start of the Council and how we are moving forward.

IV. Open issues

- a) Developing a newsletter
- b) Developing a logo/create our brand
- c) Developing procedure to communicate with the staff.

V. New business

- a) Performed Introductions and met team members
- b) Discussed Goals and expectations
- c) Introduced a staff council logo

VI. Adjournment

Kevin Hatgas adjourned the meeting at 11:00Am.

Minutes submitted by: Michael Pasquale