

MINUTES

Employee Engagement and Wellness Committee

October 3, 2022

3:00-4:00pm

Members Present: Cathy Colella, Jessica Potter, Bethann Talsma, Terri McDonald, Franki Hand, Renea Peruski, Julia Fedeson, Charles Heidelberg, Aaron Hilliard, Ashley Bergkamp

Members Absent:

Guest(s): Mya Vassal

Minutes

1. Minutes from the September 12th meeting were approved.
2. Open discussion about ideas for Staff and Administrator Awards
 - a. Criteria:
 - i. Both PT and FT staff are eligible
 - b. Development:
 - i. Franki Hand stated that in the past, rewards were based on engagement. Due to the inconsistencies in population across departments, this is an unjust way of counting submissions.
 - ii. Bethann Talsma states that there should be multiple different areas for rewards to be given. Suggests that the nomination window should be opened once a year.
 - iii. Aaron Hilliard suggests that Cathy meets with the Faculty Success Center to further discuss what we can carry over from faculty rewards.
 - iv. Renea Peruski looked into WMU's "Star Awards"; could also be used for point of reference.
 - c. Technicalities:
 - i. Like the faculty awards, submission form is to remain electronic.
 - ii. Rewards should be given by division. Hilliard states that if rewards are given at both summits, better award opportunities are presented. If only given at one summit, the rewards remain more prestigious.
3. New Meetup Ideas
 - a. Euchre club is moving to Fridays.
 - b. Walking meditation will continue once a month.
 - c. Euchre at a downtown location was discussed in conjunction with Taps on Tuesday
 - i. Could potentially be held in the President's Dining Room. Would have to work with Jessica Potter.
 - d. Downtown pop-in luncheon with colleagues was mentioned as a fun opportunity
 - i. Once a month, potentially (Franki is interested)

- ii. Work with office to ensure dates/times/coverage for extra lunch time to attend
 - e. Garage Band Meetups
 - i. Franki discussed the success of the Garage Band sessions at Summit and recommended that potential meetups be explored. Jim Ratliff was mentioned as potentially helping out.
- 4. Marketing
 - a. Marketing to be more consistent. Was not included in the latest staff newsletter.
 - 1. Talk with Erin Dominianni to secure special announcements.
 - 2. Microsoft calendar features were mentioned.
- 5. Wellness and Fitness enter employee offerings
 - a. Classes being held Mondays/Thursdays. Going well so far, attendance is growing weekly.
- 6. Employee recognition training
 - a. This is still in the research phase.
 - b. Marketing says that by Oct 10, forms should be available for new staff introductions and departmental highlights. Submissions will be done electronically.
- 7. Winter summit ideas
 - a. Get committee introduced
 - i. Vignette, engaging activity
 - b. Big brainstorming session
 - i. Would have to be split into two sessions. Session could consist of 1. What the wellness committee does 2. Brainstorm 3. Open discussion/questions
- 8. Ashley -
 - a. Premium subscriptions to wellness apps such as Calm

ACTION ITEMS:

- Meet with the faculty success center to further discuss what can be carried from faculty awards to staff and admin awards. (Cathy, Aaron)
- Discuss location for Taps on Tuesday (Jessica, Bethann)
- Talk with Erin Dominianni to secure special announcements for the committee. Follow up on forms (Cathy)
- Research Employee Recognition (Cathy)
- Look into wellness apps for organizations (Ashely)
- Draft an outline for Summit sessions (Bethann)
- Garage Band follow up with Jessica and Jim (Franki)
- Look into lunch with colleagues downtown (Franki)