

**MOHAWK VALLEY COMMUNITY COLLEGE
EMPLOYEE ENRICHMENT MEETING MINUTES
Monday, December 11, 2017 PH 300**

Present: David Katz, Brandon Shaw, Anna Radlowski, Gloria Karol, Salina Billins, Vincent Pellizzi, Chuck Hendricks, Liz Doherty, Debbie Otis, Sabrina Fryman, Nolan Snyder, Mark Montgomery

Excused: Christine Miller, Kim Evans-Dame, Alisia Pooley, Frank Noti, Rosemary Fuoco

Discussion Topics:

Charter Change – Motion made to change the following on the Employee Enrichment Council Charter:

- Educational Technology representative area to Academic Affairs representative area.
- Administrative Services representative area to Information Technology representative area.

Motion made by Anna Radlowski, 2nd by Sabrina Fryman, motion pass unanimously

Change in Enrichment Team – Anna Radlowski and Christine Miller will be the Enrichment Co-Coordinators and Brandon Shaw will remain a Teaching Fellow on the Enrichment Team

January Institute Assign Hosts – Hosts were assigned to January Institute workshops

January Institute Review Scanners – Review/practice on how to program and scan for January Institute

Admin Supported Workshops for Jan. Inst. – At December Administrators' Meeting - Admin will identify workshops that are institutionally important to attend and then promote them within their areas to encourage at least one person from their area to attend and share the workshop information with the rest of their team.

Survey Questions – Council will further discuss and put together survey through email and at future meetings

Past Institute numbers - Tabled

Marketing future institutes? – Tabled

New business or ideas? – Tabled

****JANUARY MEETING HAS BEEN CHANGED TO
JANUARY 15TH 2:30-3:20pm in PH300**