



3:45 P.M.	NEW BUSINESS	MARY MACCRACKEN
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. Eric Veigel reminded members that distance learning rooms are available if our committee should ever need to meet via web conferencing.</li> <li>2. Chair MacCracken encouraged members to attend and support our committee at the next University Council meeting scheduled for February 12, 2019 (3-5 p.m.) in the Jean Hower Tabor Student Union room 312.</li> <li>3. No other new business.</li> </ol>	
4:00 P.M.	ADJOURN	MARY MACCRACKEN
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. Meeting adjourned at 4:00 p.m.</li> <li>2. Next meeting will need to be scheduled before the February 12, 2019 University Council meeting (either January 30, 2019 or February 6, 2019).</li> </ol>	

Appendix: Questions for UA Solutions

1. Does UA Solutions maintain a list of non-fee reduced courses offered? If so, can this list be shared or published?
2. How do you determine the costs of lab fees, supplies, and other resources for the courses that have reduced fees?
3. Do enrollment targets change for each course or is there a set number of students that needs to be reached in order for UA employees to enroll?

# Talent Development & Human Resources

MINUTES

FEBRUARY 6, 2019

4:00 PM

LH 416

MEETING CALLED BY	Mary MacCracken	
TYPE OF MEETING	Monthly Meeting	
PRESIDER	Mary MacCracken	
NOTE TAKER	Peggy Walchalk	
ATTENDEES	<p><b>Members in attendance:</b> Andrew Barry, Elizabeth Erickson, Brittany Hartman, Renata Janosi, Sarah Kelly, Mary Jo MacCracken, Melanie McGurr, Eric Veigel, and Peggy Walchalk</p> <p><b>Absent with notice:</b> Mark Foster, Joe Minocchi, and C.J. Peters</p>	
Agenda topics:		
4:00 P.M.	CALL TO ORDER	MARY MACCRACKEN
DISCUSSION	<ol style="list-style-type: none"> <li>1. Mary MacCracken called the meeting to order.</li> <li>2. Members provided introductions.</li> <li>3. The proposed agenda was accepted as written.</li> <li>4. Review of the January 22, 2019 meeting minutes – approved as written.</li> </ol>	
4:05 P.M.	OLD BUSINESS	MARY MACCRACKEN
DISCUSSION	<ol style="list-style-type: none"> <li>1. <b>Sick Leave Bank</b> – Sarah Kelly announced that the Sick Leave Bank policy has been revised and has been submitted to University Council Executive Committee for review.</li> <li>2. <b>Workplace Bullying and Harassment Policy</b> – Vice Chair McGurr provided the committee with a proposed recommendation (attached). The members agreed and approved the recommendation.</li> <li>3. <b>Nursing Mother’s Location</b> – Vice Chair McGurr provided the committee with a proposed recommendation (attached). The members agreed and approved the recommendation noting that the locations need to be publicized for the students. The information should also be shared through Adult Focus and student groups can help by spreading the word on locations.</li> <li>4. <b>Wellness Incentive Program</b> – Vice Chair McGurr provided the committee with a proposed recommendation (attached). The members agreed and approved the recommendation.</li> <li>5. <b>Workforce Development/UA Solutions</b> – Tuition remission for Professional Development Courses. Vice Chair McGurr noted the department’s name has changed to Workforce Training Solutions. There are still unanswered questions that need addressed (see Appendix). It was suggested that members of the committee meet with representatives from the department to clarify the concerns. Liz Erickson, Brittany Hartman and Eric Veigel agreed to meet with Rose Withem and Jean Spangler to discuss.</li> </ol>	
4:40 P.M.	NEW BUSINESS	MARY MACCRACKEN
DISCUSSION	<ol style="list-style-type: none"> <li>1. Chair MacCracken will make revisions to the Power Point presentation in preparation of the February 12, 2019 University Council meeting.</li> </ol>	

5:00 P.M.	ADJOURN	MARY MACCRACKEN
<b>DISCUSSION</b>	1. Meeting adjourned at 5:00 p.m. 2. Future meeting dates identified as February 27, March 13, and April 3, 2019.	

Attachments: [Topic Submission Recommendations\Nursing Mother's Location Topic Submission Feb 6.docx](#)  
[Topic Submission Recommendations\Wellness Incentive Program Topic Feb 6.docx](#)  
[Topic Submission Recommendations\Workplace Bullying and Harassment Policy Feb 6.docx](#)

Appendix: Questions for UA Solutions

1. Does UA Solutions maintain a list of non-fee reduced courses offered? If so, can this list be shared or published?
2. How do you determine the costs of lab fees, supplies, and other resources for the courses that have reduced fees?
3. Do enrollment targets change for each course or are there a set number of students that needs to be reached in order for UA employees to enroll?

# Talent Development & Human Resources

MINUTES

FEBRUARY 27, 2019

4:00 PM

LH 416

<b>MEETING CALLED BY</b>	Mary MacCracken	
<b>TYPE OF MEETING</b>	Monthly Meeting	
<b>PRESIDER</b>	Mary MacCracken	
<b>NOTE TAKER</b>	Peggy Walchalk	
<b>ATTENDEES</b>	<p><b>Members in attendance:</b> Andrew Barry, Elizabeth Erickson, Mark Foster, Brittany Hartman, Renata Janosi, Sarah Kelly, Mary Jo MacCracken, Melanie McGurr, C. J. Peters, and Peggy Walchalk</p> <p><b>Absent with notice:</b> Joe Minocchi</p>	
<b>Agenda topics:</b>		
4:00 P.M.	CALL TO ORDER	MARY MACCRACKEN
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. Mary MacCracken called the meeting to order.</li> <li>2. The proposed agenda was accepted as written.</li> <li>3. Review of the February 6, 2019 meeting minutes – approved as written.</li> </ol>	
4:05 P.M.	OLD BUSINESS	MARY MACCRACKEN
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. Chair MacCracken provided a recap of the February 12, 2019 University Council meeting and the TD/HR Committee’s report that was presented on that date.</li> <li>2. Revisions are needed on the Nursing Mother’s Location announcement as there was an error in the Law School location. The recommendation is to be revised to reflect correction. Peggy Walchalk will submit the revised document to UC via Kim Haverkamp.</li> <li>3. Liz Erickson shared her recent communication with the UA Solutions staff. It was recommended that the UA Solutions offerings be announced each semester via the UA Digest as well as linking the UA Solutions site to CPAC and SEAC websites. This information should be included in the final recommendation on the Topic Submission. Vice Chair McGurr will create a draft recommendation for the committee to consider. This information and perhaps additional questions regarding the fees will also be submitted to Dean Tudor for his consideration and response.</li> </ol>	
4:40 P.M.	NEW BUSINESS	MARY MACCRACKEN
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. No new business.</li> </ol>	
5:00 P.M.	ADJOURN	MARY MACCRACKEN
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. Meeting adjourned at 5:00 p.m.</li> <li>2. Future meeting dates identified as March 13, and April 3, 2019.</li> </ol>	

# Talent Development & Human Resources

MINUTES

MARCH 13, 2019

4:00 PM

LH 416

MEETING CALLED BY	Mary MacCracken		
TYPE OF MEETING	Monthly Meeting		
PRESIDER	Mary MacCracken		
NOTE TAKER	Peggy Walchalk		
ATTENDEES	<p><b>Members in attendance:</b> Elizabeth Erickson, Mark Foster, Renata Janosi, Sarah Kelly, Mary Jo MacCracken, Melanie McGurr, Joe Minocchi, Eric Veigel, and Peggy Walchalk</p> <p><b>Absent with notice:</b> Andrew Barry, Brittany Hartman, C. J. Peters</p>		
Agenda topics:			
4:00 P.M.	CALL TO ORDER	MARY MACCRACKEN	
DISCUSSION	<ol style="list-style-type: none"> <li>Mary MacCracken called the meeting to order.</li> <li>The proposed agenda was accepted as written.</li> <li>Review of the February 27, 2019 meeting minutes – approved as written.</li> </ol>		
4:05 P.M.	OLD BUSINESS	MARY MACCRACKEN	
DISCUSSION	<ol style="list-style-type: none"> <li>Chair MacCracken provided a recap of the March 12, 2019 University Council meeting. Some topics discussed include the following: <ul style="list-style-type: none"> <li>The Sick Leave Bank was voted on in favor 16:1. It was noted that several faculty questioned as to why full-time faculty do not qualify for the SLB. This is due to a contract matter with the AAUP. Liz Erickson suggested it be worth informing Pam Schultz of faculty’s concern.</li> <li>A student sent a Thank You in reference to the Nursing Mother’s Station.</li> </ul> </li> <li>Vice Chair Melanie McGurr announced that the Nursing Mother’s Station locations have been updated on Human Resource’s website. Melanie will send the updated topic submission recommendation to Peggy who will then forward the document to Kim Haverkamp for University Council.</li> <li>The members reviewed and discussed a draft recommendation for the Tuition Remission for Professional Development Courses. Melanie will make the noted revisions and share with members for review. It was suggested that the final revision be shared with Dean Tudor for accuracy. Discussion regarding the Dean’s response should be tabled for our April meeting.</li> <li>Sarah Kelly announced that the bullying and harassment policy is on the docket and will be worked on this summer with a rollout in the fall. Chair MacCracken offered the committee’s support with this project.</li> </ol>		
4:40 P.M.	NEW BUSINESS	MARY MACCRACKEN	
DISCUSSION	<ol style="list-style-type: none"> <li>No new business.</li> </ol>		
5:00 P.M.	ADJOURN	MARY MACCRACKEN	
DISCUSSION	<ol style="list-style-type: none"> <li>Meeting adjourned at 4:45 p.m.</li> <li>The next meeting is scheduled for April 3, 2019.</li> </ol>		



# Talent Development & Human Resources

MINUTES

MAY 1, 2019

4:00 PM

LH 416

<b>MEETING CALLED BY</b>	Mary MacCracken	
<b>TYPE OF MEETING</b>	Monthly Meeting	
<b>PRESIDER</b>	Mary MacCracken	
<b>NOTE TAKER</b>	Melanie McGurr	
<b>ATTENDEES</b>	<p><b>Members in attendance:</b> Andrew Barry, Elizabeth Erickson, Mark Foster, Brittany Hartman, Renata Janosi, Sarah Kelly, Mary Jo MacCracken, Melanie McGurr, C.J. Peters, and Eric Veigel</p> <p><b>Absent with notice:</b> Joe Minocchi and Peggy Walchalk</p>	
<b>Agenda topics:</b>		
4:00 P.M.	CALL TO ORDER	MARY MACCRACKEN
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. Mary MacCracken called the meeting to order.</li> <li>2. The proposed agenda was accepted as written.</li> <li>3. Review of the April 3, 2019 meeting minutes. The minutes were approved as written.</li> </ol>	
4:05 P.M.	OLD BUSINESS	MARY MACCRACKEN
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. Members discussed recommendations and revisions for the UA Solutions Topic Submission. Melanie made the final revisions to the recommendation.</li> </ol>	
4:55 P.M.	NEW BUSINESS	MARY MACCRACKEN
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. Chair MacCracken provided members with a new Topic Submission regarding Employee Discounts. This submission has a suggested timeframe of completion by July 1, 2019. The members discussed the new topic and confirmed that meeting during the summer would be an issue for many people on the committee.</li> </ol>	
5:00 P.M.	ADJOURN	MARY MACCRACKEN
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. Meeting adjourned at 5 p.m.</li> <li>2. Next meeting (TBD)</li> </ol>	



# Talent Development & Human Resources

MINUTES

SEPTEMBER 17, 2019

3:00 PM

LH 416

<b>MEETING CALLED BY</b>	Mary MacCracken
<b>TYPE OF MEETING</b>	Monthly Meeting
<b>PRESIDER</b>	Mary MacCracken
<b>NOTE TAKER</b>	Peggy Walchalk
<b>ATTENDEES</b>	<b>Members in attendance:</b> Chathumadavi Ediriweera, Laura Conley, Mark Foster, Renata Janosi, Rachel Kay-McVay, Sarah Kelly, MaryJo MacCracken, Christopher Peters, and Peggy Walchalk <b>Absent with notice:</b> Brittany Hartman, Melanie McGurr and Joe Minocchi
<b>Agenda topics:</b>	
<b>3:00 P.M.</b>	<b>CALL TO ORDER</b> <span style="float: right;"><b>MARY MACCRACKEN</b></span>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>Mary MacCracken called the meeting to order.</li> <li>Chair MacCracken greeted members and introductions were shared.</li> <li>The proposed agenda was accepted as written.</li> <li>The May 1, 2019 meeting minutes were reviewed and approved as written.</li> </ol>
<b>3:10 P.M.</b>	<b>OLD BUSINESS</b> <span style="float: right;"><b>MARY MACCRACKEN</b></span>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>Sarah Kelly announced that a bullying policy template is currently under review within Student Conduct. Sarah will be glad to share the results when returned.</li> <li>Committee Goals were discussed and placed in the below order: <ol style="list-style-type: none"> <li>Bullying policy topic submission</li> <li>Employee Discount topic submission</li> <li>Additional topic submissions as received</li> </ol> </li> <li>Members discussed the employee discount topic. Earlier in September Melanie McGurr had shared some findings. Those ideas included such discounts as the Akron Art Museum and a site advertised on Kent State University's website called "Best Benefits Club and Purchasing Power." C.J. Peters volunteered to search that area and provide feedback to the committee. Sarah Kelly offered to search HR informational sites to see what might be available perhaps through UA Benefits.</li> </ol>
<b>3:30 P.M.</b>	<b>NEW BUSINESS</b> <span style="float: right;"><b>MARY MACCRACKEN</b></span>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>Chair MacCracken was recently notified that under UC Bylaws a chair/school director is not eligible to be an officer of a UC standing committee. Therefore, there was need to replace Melanie McGurr in her Vice Chair role. Upon discussion, Mark Foster was elected and voted as Vice Chair of the committee.</li> <li>Mark Foster shared a concern with regards to the crosswalk at the intersection of Hill Street and University Avenue. Members discussed the need to make the crosswalk saver for pedestrians by making the area more visible to drivers. After discussion the members agreed that as a committee a topic submission will be created and forwarded to UC for consideration. Peggy will draft the document for members to review.</li> </ol>

3:40 P.M.

ADJOURN

MARY MACCRACKEN

**DISCUSSION**

1. Meeting adjourned at 3:40 p.m.
2. Next meeting is Tuesday, October 15, 2019 (3 p.m.)

# Talent Development & Human Resources

MINUTES

OCTOBER 15, 2019

3:00 PM

LH 416

MEETING CALLED BY	Mary MacCracken
TYPE OF MEETING	Monthly Meeting
PRESIDER	Mary MacCracken
NOTE TAKER	Peggy Walchalk
ATTENDEES	<p><b>Members in attendance:</b> Laura Conley, Chathumadavi Ediriweera, Renata Janosi, Brittany Hartman, Rachel Kay-McVay, MaryJo MacCracken, Christopher Peters, and Peggy Walchalk.</p> <p><b>Others:</b> Liz Erickson</p> <p><b>Absent with notice:</b> Mark Foster, Sarah Kelly, Melanie McGurr and Joe Minocchi</p>
Agenda topics:	
3:00 P.M.	CALL TO ORDER <span style="float: right;">MARY MACCRACKEN</span>
DISCUSSION	<ol style="list-style-type: none"> <li>Mary MacCracken called the meeting to order.</li> <li>Chair MacCracken greeted members and introductions were shared.</li> <li>The proposed agenda was accepted as written.</li> <li>The September 17, 2019 meeting minutes were reviewed and approved as written.</li> <li>The UC-TD/HR Annual Report has been completed and submitted.</li> </ol>
3:15 P.M.	OLD BUSINESS <span style="float: right;">MARY MACCRACKEN</span>
DISCUSSION	<ol style="list-style-type: none"> <li>Employee Discount topic submission. C.J. Peters had researched and shared information from Best Benefits Club (BBC). This organization appears to provide discounts at both local and national levels at no cost to the institution. Dean Peters noted that this organization is listed under Kent State University's (KSU) benefits page. He offered to follow-up with (KSU) representatives for any feedback and/or opinion. It will also be necessary to follow-up with our Purchasing and General Counsel departments to see if this might create conflict with our current vendor arrangements. From there, the UC-TD/HR should consider making a recommendation to join and place the (BBC) link on UA's employee benefit's site.</li> <li>Workplace bullying/harassment policy topic submission. The members would like to request a status update from Sarah Kelly.</li> </ol>
3:30 P.M.	NEW BUSINESS <span style="float: right;">MARY MACCRACKEN</span>
DISCUSSION	<ol style="list-style-type: none"> <li>Liz Erickson suggested the members consider revisiting reports created and shared by UC-TD/HR back in 2014/2015. The topics relate to best practices / succession planning and retirement planning. Dr. Erickson will be glad to share the reports with the members.</li> </ol>

	<ol style="list-style-type: none"> <li>2. Possible new topic submissions. The CPAC and SEAC representatives will encourage their colleagues to identify any questions and concerns that could be submitted as topic submissions to University Council. Both Laura Conley and Peggy Walchalk volunteered to seek questions at their next respective staff meetings.</li> <li>3. Goals were set as 1.) Workplace Bullying/Harassment Policy, 2.) Employee Discounts, and 3.) New topic submissions as advised.</li> </ol>
<b>3:55 P.M.</b>	<b>ADJOURN</b>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. Meeting adjourned at 3:45 p.m.</li> <li>2. Next meeting is Tuesday, November 19, 2019 (3 p.m.) with teleconference access. Location TBD.</li> </ol>

**University Council Committee Reports**  
**November 12, 2019**

**Budget and Finance:** The committee met once since the last UC meeting. One regular meeting was cancelled because several people on the committee were traveling or committed to other meetings.

The **annual goals for the UCBF team in the 2019-20 year** are:

1. Review and support budget FY 2021 planning process.
2. Track and Analyze the financial impact over most recent three years, i.e., revenue and expenditure changes, of recent policy changes:
  - a. Reduction in Summer Teaching Budget (Requested by Chairs) \*  
(UCBF discussion lead Dr. Mike Cheung)
  - b. Requiring \$1 AY salary for \$2 Summer Salary in research grants (Requested by faculty)  
(UCBF discussion lead Dr. Shiva Sastry) \*
  - c. Reduction in Financial Support for Graduate Students \*  
(UCBF discussion leads Mr. Suresh Narute & Mr. Paanii Robertson-Laryee)
  - d. Reduction in Academic Programs (Requested by Chairs)
  - e. Addition \$5000 tuition for research students supported on grants (Requested by faculty)
  - f. IDC Policy
3. **Athletics target of \$8 M to be offset from General Fund in 3 years.** The University Council Budget and Finance endorsed the proposed FY20 General Fund, Auxiliaries, and Sales budgets with some reservation based upon the changes made up to that point by Athletics. After extensive discussions in 2018 and 2019, the committee was pleased to note the recommendation to offset \$8 Million from the General Fund for Athletics. Based on the changes made by Athletics thus far, the committee is concerned about how the 3-year target of an \$8M offset from the General Fund will be accomplished. Therefore, the committee will continue to examine how we can support Athletics in meeting target reductions and support the General Fund for the good of the university.

**Notes:**

- UCBF invites feedback from the UC and the campus community on topics that the UCBF should discuss and examine.
- Three goals above, i.e., 2.a, 2.b and 2.c, have been determined as “urgent” for review. Discussion leads assigned to each item will collect the necessary information and ensure a fair and timely discussion in the committee.
- All recommendations of the UCBF will be forwarded to the UC per the bylaws.

**Communications:** The Communications committee has not met since the last UC meeting. Next Meeting: Tuesday, Nov. 12, 2019 1:00 p.m.

- Meeting with UCM to discuss current marketing trends/analytics
- Solidified Current Goals 19-20
  - Continue to seek and recommend ways to improve UA student communication & conversations at the University of Akron, specifically in the domain of student-centered culture.
  - Continue to build on the awareness from last year to help ZipAssist communicate to students in need.
  - In light of forthcoming consultant suggestions regarding the branding recommendations, the standing committee will identify ways to contribute to the strategic implementation.
  - Contribute to the Sesquicentennial Committee by providing strategic communication and outreach.
  - Continue a review of internal communication practices to provide future recommendations.

**Information Technology:** The Information Technology committee met on October 11, 2019, to set goals for the academic year. The goals for the year are:

- Make recommendations about identity management and access to campus systems for user accounts of different definitions (e.g., retirees, visiting researchers).
- Investigate the feasibility of using VOIP to replace phones on campus.
- Investigate the feasibility of adopting a cloud ERP as replacement for PeopleSoft.
- Explore issues regarding network space/storage, including the relationship with UA's official retention policy, and draft recommended guidelines.

**Institutional Advancement** met on Friday, November 1, 2019 to begin discussion on the below set goals for 2019/2020.

- Study the guidelines and processes of keeping UA alumni contact information current and complete.
- Study the procedures of how UA alumni are contacted by the university.
- Review peer institutions' best practices for maintaining alumni contract information.

Willy Kollman, VP Alumni Association gave an overview about UA's alumni department. Willy shared alumni events that have taken place in the past as well as the turnout numbers for these events. The goal for growing alumni database, and the success of events that will take place in the future.

Institutional Advancement is going to begin work at our next meeting on looking at shadow-database and developing a policy for maintaining, updating & sharing alumni information.

Our next meeting will be on December 6, 2019.

**Physical Environment:** Meeting was held on October 17, 2019 and consisted of the following:

- The committee's membership is now full for the new academic year
- Discussion was held on the topic of speeding in lot 6, submitted via Issue Brief. The membership agreed that the most expedient and cost-effective solution would be to re-install speed bumps along the parking lanes on the north and west sides of InfoCision Stadium.
- Coach Dennis Mitchell of Track & Field e-mailed a copy of the "Back on Track" fundraising initiative for our review/endorsement. Discussion was held and we learned that the existing facility is not designed on the current metric standard in addition to the surface condition being unsafe for usage. This renders the facility unsuitable for practices as well as hosting events. The committee voted in support of this initiative provided that the project is donor funded and not supported through the General Fund, similar to the baseball field replacement.
- USG representatives inquired about recycling efforts as well as mentioning the desire to sponsor new bottle filling water coolers. Installation costs will be reviewed and shared at our next meeting.
- Stephen Myers presented general project updates including the opening of the Sumner Street bridge for pedestrian traffic, the completion of the Kolbe Hall elevator, the completion of half of the Bierce elevator replacement, and the demolition of Gallucci Hall. A new pollinator garden will be a part of the site restoration in the Spring. EJ Thomas has new LED lighting in the lobby spaces. Auburn Science elevator project, IT cabling, Baseball field replacement, Computer Center Roof are all in progress. Guzzetta Hall's roof replacement is almost complete.
- Future meeting dates were set through the beginning of the Spring semester.

**Recreation and Wellness:** The UC-Recreation & Wellness Committee consists of 11 members appointed by various constituent groups. The Committee met on September 10 and October 8 and 22nd. The Committee has identified its goals and objectives for the academic year (submitted earlier in semester) as well as since July, has been diligently working on a pilot wellness program to launch in early spring 2020 semester, "RooFit to Get Fit...Just Roo It!" In brief, the purpose of this wellness initiative is to engage in healthy behaviors with colleagues on campus (main & Wayne campuses) while having competitive fun and camaraderie. Three main aspects of the program will include: 1) physical activity, 2) consumption of fruits and vegetables, and 3) water consumption. Details will be forthcoming. John M., Kris K., and John R. will be providing a briefing to the UC on Tuesday, November 12.

**Student Engagement and Success:** The committee finalized the following goals for the coming year.

1. Align efforts with the Tiger Team and other functions on campus to provide recommendations on best practices for student success and engagement.
2. Contribute to the continuation of the ITL HIT series.
3. Collect information about the needs and desires of the graduate study body regarding building community within the graduate school.

**Talent Development and Human Resources:** The committee met on October 15.

- Employee Discount topic submission. C.J. Peters had researched and shared information from Best Benefits Club (BBC). This organization appears to provide discounts at both local and national levels at no cost to the institution. Dean Peters noted that this organization is listed under Kent State University's (KSU) benefits page. He offered to follow-up with (KSU) representatives for any feedback and/or opinion. It will also be necessary to follow-up with our Purchasing and General Counsel departments to see if this might create conflict with our current vendor arrangements. From there, the UC-TD/HR should consider making a recommendation to join and place the (BBC) link on UA's employee benefit's site.
- Workplace bullying/harassment policy topic submission. The members would like to request a status update from Sarah Kelly.
- Goals were set:
  1. Workplace Bullying/Harassment Policy
  2. Employee Discounts
  3. New topic submissions as advised.

**Awards (ad hoc):** The committee met on June 19.

- The committee needs more members
- Process needs to be more systematic
- The committee needs to be able to identify chairs early and define tasks
- We need more judges and a consistent rubric for all to use
- Should the nominations be redacted?
- Committee decided we will not send letters to non-recipients this year
- Should there be multiple award recipients in a single category?
- Should there be a special invitation to attend awards ceremony for committee members?

**Human Development (ad hoc):** Committee met on October 15. The committee supported continuing with current leadership.

Goals for the coming year:

1. To explore childcare availability for students and staff both as support for class attendance and work, as well as, training opportunities for our students.
2. To continue our involvement in the Age-Friendly University (AFU) Global Network. The Age-Friendly University (AFU) network consists of institutions of higher education around the globe who have endorsed the 10 AFU principles and committed themselves to becoming more age-friendly in their programs and policies.
3. To co-sponsor and provide research support to Age Friendly Akron –part of the WHO AARP Network of Age Friendly Cities and Communities. Age-Friendly Akron is a five-year partnership between the city, AARP, Direction Home Akron Canton, the University of Akron and the city's Senior Citizens Commission to make Akron more livable for residents of all ages.
4. To promote Academic Programs related to Human Development.

The Institute for Life-Span Development and Gerontology and The Bliss Institute are working together to provide leadership and research support to Age Friendly Akron. A brief summary of an initial survey has already been completed. Adult Focus has again successfully coordinated the 60plus program registration and continues to support our adult and older adult students.



# Talent Development & Human Resources

MINUTES

NOVEMBER 19, 2019

3:00 PM

LH 413

<b>MEETING CALLED BY</b>	Mary MacCracken
<b>TYPE OF MEETING</b>	Monthly Meeting
<b>PRESIDER</b>	Mary MacCracken
<b>NOTE TAKER</b>	Peggy Walchalk
<b>ATTENDEES</b>	<p><b>Members in attendance:</b> Laura Conley, Chathumadavi Ediriweera, Mark Foster, Renata Janosi, Brittany Hartman, Sarah Kelly, Melanie McGurr, Rachel Kay-McVay (via teleconference), MaryJo MacCracken, Christopher Peters, and Peggy Walchalk.</p> <p><b>Others:</b> Liz Erickson</p> <p><b>Absent with notice:</b> Rocco Grossi and Joe Minocchi</p>
<b>Agenda topics:</b>	
<b>3:00 P.M.</b>	<p><b>CALL TO ORDER</b> <span style="float: right;"><b>MARY MACCRACKEN</b></span></p>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. Mary MacCracken called the meeting to order.</li> <li>2. Chair MacCracken greeted members and introductions were shared.</li> <li>3. Succession Planning was added to the proposed agenda.</li> <li>4. The October 15, 2019 meeting minutes were reviewed and approved as written.</li> </ol>
<b>3:10 P.M.</b>	<p><b>OLD BUSINESS</b> <span style="float: right;"><b>MARY MACCRACKEN</b></span></p>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. Chair MacCracken attended and reported at the November 12, 2019 UC meeting.</li> <li>2. Pedestrian Crosswalk topic submission was received by UC on October 24<sup>th</sup>. The UC Exec committee has forwarded the submission to the UC Physical Environment Committee for consideration. Members discussed the importance of this issue and agreed that we need to be persistent in this matter as it presents many safety concerns. Dean Peters plans to reach out to the City of Akron on behalf of the School of Law as this intersection strongly affects those entering and exiting the C. Blake McDowell Law Center. The Dean will report back with his findings.</li> <li>3. Chair MacCracken provided members with a copy of the Anti HIB Webinars request letter from Cleveland State University which will provide a one-hour webinar on prevention topics such as bullying and related topics.</li> <li>4. Liz Erickson reviewed the history and importance of the succession planning report that was shared with UC under the Scarborough administration. Dr. Erickson believes that this would be a good time to share the document again with UC as it may provide advice and recommendations during the strategic planning process. After discussion the members agreed to circulate the report for review within our standing committee and if needed, table the discussion for a later date.</li> </ol>

3:55 P.M.	NEW BUSINESS	MARY MACCRACKEN
<b>DISCUSSION</b>	1. No new business to report.	
3:55 P.M.	ADJOURN	MARY MACCRACKEN
<b>DISCUSSION</b>	1. Meeting adjourned at 4 p.m. 2. Next meeting date will be in January 2020. Peggy will send a Doodle Pool to see what days/times of the week will work best for the members.	