



# staff assembly NEWS & AGENDA

next meeting: Wednesday, March 22 - 2:00 p.m. - JH 141

meeting AGENDA - 3.22.06

**Healthy Horizons Spring Walking Program**  
Lindsay Wombold

**Stop Give Go!**  
Allison Dubinski and Margaret Brabant

**Campus Construction Update**  
Mike Gardner

**Committee & Club Reports**  
**Chair's Report**  
**Other Business**

**Check us out on the web at:**  
[www.butler.edu/staff\\_assembly](http://www.butler.edu/staff_assembly)  
[www.butler.edu/hub](http://www.butler.edu/hub)

## upcoming EVENTS

**Celebration Of Diversity Distinguished Lecture Series**  
Tues., Mar. 28 - Mae Jemison

"First woman of color in space"  
Clowes Memorial Hall - 7:30 p.m.

Fri., April 7 - Dr. Cornel West and Dr. Michael Eric Dyson  
"Race Rules-Democracy Matters"  
Clowes Memorial Hall - 7:30 p.m.

### **Butler Travel Network**

Wednesday, March 22 - "Video Alaska: Cruising the Inside Passage"  
JH203 - noon to 1:00 p.m.

Wednesday, April 5 - "Travels to Italy with Bob Pribush"  
AU302 - noon to 1:00 p.m.

### **Whaddayathink Luncheon Series**

Mon., April 10 - "30 Day Cooking"  
AU326 - noon to 1:00 p.m.

## WELCOME new staff members

## FAREWELL departing staff

## THANK YOU card program

Staff Assembly wants to give you the opportunity to send a personalized "Thank You" to employees who have gone above and beyond the call of duty in performing a particular job or task.

To send a Thank You, simply send an email to Staff Assembly, or Michael Kaltenmark and tell us who you want to receive the card, and why. To send a Thank You anonymously, drop it off at one of the five Staff Assembly suggestion boxes around campus. The card is always sent anonymously (from Staff Assembly, not from the requestor.)

The following individuals/departments have been recently recognized for going above and beyond:

- Building Services
- Business Office
- BUPD
- BUPD (Night Staff)
- Karen Quattrocchi - Operations Management
- Mike Gardner - Operations Management
- Chris Davis - Campus Impressions
- Phil Hughes - Campus Impressions
- Housekeeping (Night Staff) - Building Services
- Mechanical, Elec & Plumbing (Night Staff) - Building Services
- Pam Hopkins - Mail Center

## SESQUICENTENNIAL BRICK CAMPAIGN

Butler University's Sesquicentennial Brick Campaign honors Butler's 150th birthday and allows you to show your support and appreciation for the university by purchasing a personalized engraved brick. These commemorative bricks will be placed in the Sesquicentennial Plaza on the northeast side of the new Health and Recreation Complex.



Order your brick today! Go to [www.butler.edu/bricks](http://www.butler.edu/bricks)

## next MEETING

April 19 @ 2:00 p.m. JH 141

## executive committee CONTACT INFORMATION

Michael Kaltenmark - Chair  
University Advancement - ext. 9672 / JH Lower Level

Andrew Jones - Vice Chair  
Learning Resource Center - ext. 9071 / JH136

Carol Hagans - Secretary-Treasurer  
Counseling Center - ext. 9385 / Health Center

Stephanie Bondi - At-Large  
Student Affairs - ext. 9895 / Atherton Union

Doug Clark - At-Large  
Information Resources - ext. 8029 / Holcomb Building

Mike Marshall - At-Large  
Athletics - ext. 9889 / Hinkle Fieldhouse

John Servizzi - At-Large  
Media Arts - ext. 8013 / Fairbanks

Patti Valentine - At-Large  
Conference and Special Events - ext. 9954 / JH018

Mary Ellen Weitekamp - At-Large  
School of Journalism - ext. 9708 / FC-218B



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## Proposed Changes for Staff Assembly Standing Committees:

### Nominations and Elections

Current responsibilities:

- Oversee the nominations process
- Oversee the elections process

After much discussion, it was decided that the committee should NOT change its name to Nominations, Elections and By-Laws, though we will add the following to the committee's description within the by-laws: "This committee will oversee the process of changing the by-laws in accordance with Article X."

### Staff Development

Current responsibilities:

- Blue's Buddies
- Computer seminars
- BOISE seminars

After much discussion, it was decided that staff development should focus on professional and personal development and education for staff members. As such, the descriptions within the by-laws should read:

"This committee shall work with the appropriate groups on campus to enhance *educational* opportunities for staff members, and look to find ways to increase staff interest and participation pertaining to *professional* development.

*\*Changes indicated in italics*

### Employment Affairs

Current responsibilities:

- Top Dawg
- Campus Sweep
- Management Forums
- Policy recommendations to IR (flex-time; job share, etc.)
- HR handbook review

The executive committee agreed that Employment Affairs should deal with issues concerning work environment, benefits and work policies and procedures. While many ideas may be generated from this committee (as a result of surveys, etc.), implementation of said ideas may be suited better for other work groups or standing committees and will be assigned accordingly by the Executive Committee.

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