

**Admin/Tech Pro Meeting**  
**Minutes 08-21-2008**

**Present:** Lori Burns, Marilyn Smith, Sue Barnett, Andrew Stevens, Gina Jimenez, Kim Rein, Maryanne Touitou, Ruth Wengrovius, Suzanne Sullivan

Reviewed purpose of the Council

*Briefly reviewed current purpose*

*Brainstormed new ideas:*

- More emphasis on professional development
  - Utilize RRCC talents  
Dan Macy, Dana Kobold, Nancy Carlson
- Lots of discussion on employees furthering their degrees beyond RRCC.
- HR encourages state workshops – David Remson has presented on campus.
- Classes on campus such as Vista, additional computer skills

Goals and Objectives of the Council

*Discussed some short-term goals*

- Gathering information
- Veterans resources

*Discussed some long-term goals/ Community Involvement*

- Revisiting a Admin/Tech Pro scholarship (tuition and/or books)
- “Pennies for Peace”
- Involvement with the Jeffco Action Center

Website

Is current website helpful?

Does anyone check it out?

How can we improve it?

- Ongoing discussion
- Participants preferred direct email for information

Welcoming of new employees

Discussed the current process

What would we like to begin?

- Maybe a luncheon to welcome new Admin/Tech Pros.
- A consistent group to introduce the employee to RRCC not just by email.

**Next meeting September 25, 2008**  
**Presentation: RRCC Foundation – Julie Dike**