**ADMIN/TECH PRO CONSTITUENCY MEETING MINUTES**

Wednesday, September 25, 2019 | 10:30am – 12:00pm |Torreys/Grays Peak, Room 1571 & 1572

**Chair**—David Finchem

**Co-chair**—Glenn Holly

**Members in Attendance**: 25

# **Welcome & Introductions**

# **Expressions of Gratitude**

* Jen Macken expressed gratitude to Amanda Mathew (our new Program Coordinator in Inclusion & Diversity) for being so awesome and for joining our RRCC community.
* Randy Landis-Eigsti expressed gratitude to the members of the RRCC Employee Wellness committee for all of their efforts to improve the wellness of our campus and provide health-focused initiatives. He also expressed gratitude to RRCC for being the type of institution that cares about and prioritizes its employees’ health.
* Mike Coste expressed gratitude to the Institutional Research team for their hard work and collaboration in providing valuable data and analysis to facilitate RRCC’s data-driven initiatives.
* Pat Dunn expressed gratitude to Karen Neville for her patience and for being such a great boss.
* Karen Neville expressed gratitude to Cheryl Tomlinson in I.T. for all of her help and patience in troubleshooting issues—Stephanie Powers seconded this.

# **Department Presentation(s)**

1. **Jen Macken*—***Director of Inclusion & Diversity

### **Strategic Planning Update**

* See attached PowerPoint
* Jen discussed the new Strategic Plan including:
  + Process
  + RRCC’s 4 strategic goals
  + Implementation plan/structure

1. **Janet Stomberg*—***LSAMP Alliance Navigator

### **LSAMP & Denver Metro STEM Alliance overview**

* Due to scheduling issues, this presentation will be moved to the October meeting’s agenda.

1. **Employee Wellness Committee*—*** Deborah Houser & Yvonne Pepping

### **Wellness Committee/Program Overview**

* See attached PowerPoint
* Deb Houser and Yvonne Pepping provided an overview of the Wellness Committee including:
  + Inception/history
  + Action Plan
  + 3 goals
  + Wellness programs (e.g. Fit Like a Fox, wellness classes, etc.)
  + Wellness events (Zero to 30, Total Brain, Go-Tober, etc.)
  + Communications initiatives (wellness library, wellness calendar in Outlook, etc.)
  + Wellness Committee website: <https://www.rrcc.edu/employee-wellness>

# **Wrap-up & Other Updates**

* Welcome to Amanda Mathew (Program Coordinator in Inclusion & Diversity)!
* Glenn Holly introduced Dana Bustamante—our new Career Advisor in the Career Center.
* Congratulations to Marisha Manfre on her new appointment as RRCC’s Assistive Technology Specialist in Accessibility Services!
* Meeting Adjourned around 11:30am

**Statement of Purpose**

The Red Rocks Community College Administrative/Professional Technical Council's purpose is to provide collaborative leadership in support of the College's mission. The Council accomplishes this by supporting its constituency in the following ways:

 Providing a venue for open, informative communication.

 Networking within the RRCC campus community.

 Offering personal and professional development opportunities.