

**Staff Personnel Committee
Gustavus Adolphus College
Minutes of February 13, 2019**

Present	Area	Representative	Present	Area	Representative
	Custodial	Jenny Graft	x	Dining Service	Traci Stofer
x	Custodial	Kari Hinden	x	Dining Service	Mary Ann Felmlee/Mary Miller
	Office Support	Lisa Koppelman		Bookmark/Library/Print & Mail	Danielle Burger
x	Office Support	Jean Noren		Campus Safety	Angie Hanson
	Facilities	Dean Willaert	x	Human Resources	Taylor Ziemke

Chair Jean Noren called the meeting to order at 8:35 am.

Approval of January meeting minutes – everyone received a copy.

Last month's minutes approved.

Human Resources report:

- Self Evaluations need to be filled out by February 28th. You will be receiving an email with a link to complete your evaluation in your Gustavus email inbox.
- There are 12 job openings currently posted. Please check the Gustavus Human Resources website for the full listing.
- Employee Enhancement Week was a success!

Department Reports:

- Bookmark/Library/Post Office
 - Nothing to Report
 -
- Custodial
 - Nothing to Report
 -
- Marketplace
 - New Market Place Supervisor - Margit Brenn
 -
- Facilities
 - Nothing to Report
 -
- Campus Safety
 - Nothing to Report
 -
- Academic/Administrative
 - Curt Kowaleski started February 4th as the new CFO.
 -

Old Business:

- No old Business
-

New Business:

- No new Business
-
-

Announcements and Reminders:

- No announcements.

Call for Agenda Items for Next meeting:

- Next month we will review (nothing to review)

Motion to adjourn & seconded 9:28 am.

Next meeting Wednesday, March 13, 2019 in the Konferensrum Room.

Wednesday, September 12, 2018

8:30 AM - 9:30 AM Staff Personnel Committee - Konferensrum (ICC 203A)

Wednesday, October 10, 2018

8:30 AM - 9:30 AM Staff Personnel Committee - Konferensrum (ICC 203A)

Wednesday, November 14, 2018

8:30 AM - 9:30 AM Staff Personnel Committee - Konferensrum (ICC 203A)

Wednesday, December 12, 2018

8:30 AM - 9:30 AM Staff Personnel Committee - Konferensrum (ICC 203A)

Wednesday, January 9, 2019

8:30 AM - 9:30 AM Staff Personnel Committee - Konferensrum (ICC 203A)

Wednesday, February 13, 2019

8:30 AM - 9:30 AM Staff Personnel Committee - Konferensrum (ICC 203A)

Wednesday, March 13, 2019

8:30 AM - 9:30 AM Staff Personnel Committee - Konferensrum (ICC 203A)

Wednesday, April 10, 2019

8:30 AM - 9:30 AM Staff Personnel Committee - Konferensrum (ICC 203A)

