



Employee Engagement Committee Meeting Notes 20/21

Date: 01/12/21

Attendees: Julie Galgano, Karen Ramirez, Stephanie Wiltchur-Sproul, Stuart Harris, Jeremy Poehnert and Ivonne Zuniga

It was decided to issue assignments for our next meeting, as follows.

<https://www.yc.edu/v6/human-resources/docs/faculty-resource-manual-april-2020.pdf>

Those with Letter assignments please use the attached link for your topics. Feel free to add topics to your Alphabetical section, we'll discuss those at our next meeting. It would be easiest for me to combine all our information if you'd please organize your portion on a Word Doc, considering that's the way Jerry Z wants our request submitted to him.

- Jeremy A-C
- Karen D-H
- Stephanie I-O
- Kellie P-S
- Stuart T-Z
- Ivonne Phoenix College's Employee page
- Julie current YC's Employee page

Please review your assignments and put them into one of the following headers:

- Administrative Services / Departments
- Campus Services
- College Committees
- Employee Development
- Employee Groups
- Frequent Forms
- Information Technology
- Instructional Support
- YC Campus Links/Quick Links
- Student Support
- Purchasing

- Foundation
- Travel
- *Faculty(maybe?)*

Since this is an employee page for all YC staff/Fac, I'm thinking we should take the topics from their resource manual that are specific to Faculty and create a heading for them, what do you think?

Please forward me your documents and I will attempt to organize them for our next meeting. -Julie