

**SFC/CCEC AGENDA: September 29, 2016**

- General Housekeeping/Update:
  - FLSA – 47,476 annually for a 1.0 FTE – AI delivered letters to affected employees.
- All Team regarding Active Shooter training, new Gift Card Policy and HRA
- Fire Inspection is scheduled for Wed. Oct 5
- Sponsorship of Godman Guild *Not A Laughing Matter*
- Building Changes Room 108 will be converted in next couple of weeks for Communication Manager
- Connect and Collaborate Grants Program – CONCEPT PROPOSAL DUE 10/3
  - The 2016-2017 Connect and Collaborate Grants Program incentivizes faculty, staff, students and their respective public/private sector community partners to submit concept proposals which have the potential to catalyze engaged, collaborative teaching and research activities benefiting the community with impactful, sustainable programs while advancing the scholarly goals of the university.

**Mark your calendars!**

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|--------------------------------|---|
| • Wednesday, Oct. 5            | L&L – 40 registered                                   |
| • Friday, Oct. 7, 8-9:00       | Active Shooter Training                               |
| • Friday, Oct. 7, 9-9:30       | HR to complete new HRA training /Gift policy training |
| • Friday, Oct. 7, 11:30 – 5:30 | Symposium on Children - 157 registered                |
| • Tuesday, Oct. 11             | Filming with Development/Dean                         |
| • Monday, Oct 17               | L&L special – 1 registered                            |
| • Thursday, Oct 20             | Learning and Behavior Challenges – 0 registered       |
| • Tuesday, Dec. 6 6:00 – 7:00  | Book Club meeting - SFC                               |
| • Wednesday, Dec 21            | Holiday Gathering – Wolf’s Ridge Brewing Company      |

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**Sep 29:**

**Oct 7: NO MEETING – SOC following day**

**Oct 14:**

**Oct 21: NO MEETING – Deadlines for Annual Report**

**Oct 28: Annual Report Review, \*Spring PD**

**Nov 4: NO MEETING**

**Nov 11: \*Spring PD**

**Nov 18: NO MEETING**

**Nov 25: NO MEETING – Enjoy your Family**

**Dec 1: NO MEETING – Please prep area benchmark for next week and send by Mon. 12/5/16**

**Dec 8: Area Benchmark reporting**

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Follow-up Notes:

Famer's Market – Kate Pierfelice a local farmer, kpierfelice@gmail.com

New Library Code of Conduct being created – will be posted on website and Library

New Library Checkout

Advertising to other departments regarding research happening and work we are doing

Spring PD Workshops

Mihaiela regarding strategy for EHS involvement on research – *Think Tank*

SPACE questions for expansion:

- Large motor space
- 260 University Classroom
- 202c (partition)
- 202g
- Basement
- Glass room lobby 200

Annual Report – Deadline for info back as of October 21. Buckeye Box – will send invite.

○ Areas of info

- Elaine – CCEC and Grad students
- Mihaiela – Research with SFC
- Jane – EHS
- Holly – SPARK
- Kristen – new PD platform and internships
- Caitlin – Practitioner Notes
- Anneliese – School, HUGS and artist
- Kari – Library, book club, and Summer Success
- Bobbie – P&G gifts, PhiU scholarship, Building Use
- Mark – Nutrition update