In Attendance: Shawn Langan, JaMel Ways, Alecia Kimbrough, Lori Byrne, Shea Svoboda, Helen Sexton, Jamie Longwell, Alycia Libolt, Beth Whitaker, Jared Mills, and Tom Danaher.

Agenda Items:

Committee Updates

1. Professional Development
   SPARKS
   a. Pat Tetreault will be leading the November 4 at 2 pm in Rm 106 Burnett SPARK discussion on LGBTQ+ topics. Few attendees, but great info and went over time
   b. Dec – no SPARK – A&S Staff Holiday Celebration
   c. Jan – Wellness focus – Kim Barrett
   d. Feb – Jan Deeds – Active Bystander
   e. Mar - ?? (Maybe Tour Brace)
   f. April – Charles Braithwaite – Nonverbal Communications, (body language)
   g. Late Spring – yoga and picnic (BYOP)

Working with Ranelle Maltas on Possible training opportunities that can be verified and staff member receive a certificate at least through CASSC
   i. Business and Finance may be also working on something very similar, so will see what happens there before we move forward
   ii. Discussion on MS – IT academy license and VTC

2. Communications
   a. Newsletter ready to go out.
      i. Mike OConner will not be able to work out the format for the online version to work with current UNL website for 1.5 – 2 weeks
         1. Will send out in another electronic form for now
      ii. Will add the Holiday Celebration info – note change in date
   b. Website updated
   c. CASSC picture taken to be added to website, newsletter

3. Staff Recognition
   a. The staff members of A&S with 20 yrs or more of service that were recognized this year will be recognized in the CASSC newsletter

4. Networking Committee
   a. Tour of Brace?? – will talk with Tim Suhr and members of IT and Math Dept using the building
   b. New Employee event this Spring?
      i. Turn out last Spring - small 10/50 invited
      ii. Possibly a Benefits/Discounts SPARK instead??

Review of budget – Swag Items?

Group Picture – taken at end of meeting
Upcoming Events:
   December Spark – NO, due to Holiday Celebration and end of semester
   December Holiday Celebration, Tuesday. December 9th 4 – 5 pm.
   Beth will do the speaking for a presentation of CASSC if Lori (or someone else) writes the blurb

Announcements, Reminders & FYI’s:
   Meeting times are the second Wednesday of each month from 2 – 3pm.

Added Agenda Item:
   Draft of A&S Staff Development Proposal to present to the Dean – PLEASE REVIEW and send comments to Alecia Kimbrough by WED, NOV 19
   Professional development funding
   Promote availability of program for staff development
   Will also present Rent-a-Staff idea to Dean at same time

Upcoming Meetings:
   December 10th – Avery Hall Room 256C
   January 13th - ???

Meeting adjourned for photo op (CASSC picture)