**Notes from 20150510 People Strategies Meeting**

ACTION & DECISION SUMMARY from 20150610 meeting:

* DECISION - We will continue to meet bi-weekly over the summer on our same schedule (Wed, 12:30 – 1:00)
* DECISION - We will change in the Fall Term to 3:00 – 4:30 starting 9/23.
* ACTION – Andres will take care of the calendaring magic for the group.
* ACTION – Eran/Lauren (??) will connect with John H. and Christie to set up PoN workshops with work groups that will be working through the summer.
* ACTION – Eran has tentatively re-scheduled a meeting with the Graphics Department for 6/17 at 10:00. Everyone invited to attend but check with Eran to make sure it is taking place.

**Notes:**

* The First First Thursday on Friday event was a success.
  + The AR group has taken up the challenge of organizing the Second First Thursday on Thursday (Scheduled for 7/2). Tentative theme is Frisbees and S’mores.
* Paula polled PSC members regarding their status and found that:
  + FT Council member – 10
  + Special Projects - 4
  + Schedule doesn’t work 4

ACTION SUMMARY from 20150513 meeting:

* Paula will meet with FTFA President (Tambi) and Nikki will meet with in-coming CEA President (Cory) to respond to unions’ feedback concerning the employee climate survey (and to start the next cycle of communication).
* Paula will send out an email to all PSC members to verify that they are interested in continued membership in PSC.

ACTION SUMMARY from 20150527 meeting:

* Paul will invite all members to PSC Dropbox
* Lauren will connect with TLC coordinators to explore collaboration
* Eran will send Take Your Kids to Work parent evaluation summary to Gale. Gale will share the results of the extremely positive feedback with PC.
* Eran, Andres, and Kealani, and ??? will lead the First Thursday effort for next week
* Paul will check in with Carrie to see who has contacted her to schedule a PoN workshop (BIWT has)
* Eran will maintain contact with Kelley Keith regarding when a PoN workshop will be scheduled with her group.
* Paul will check in with Christie re scheduling PoN workshops during In-Service (started, not completed)
* Eran will contact Graphic Design/Marketing regarding our generating marketing materials in support of CoE (started but not completed)

DECISIONS AND ACTIONS from 20150527 meeting:

* Building Internal Community:
  + Take Your Daughter and Son to Work Day (2015)
    - ACTION – Eran will send parent evaluation summary to Gale. Gale will share the results of the extremely positive feedback with PC.
  + Take Your Daughter and Son to Work Day (2016) – Assume that it will be held on April 21, 2016
  + First Fridays –
    - PC did not approve serving alcohol at FFs
    - We will change FF to First Thursdays (but will keep FIRST First Friday on June 5th since we already announced it.
    - ACTION – Eran, Andres, and Kealani, and ??? will lead this effort for next week.
    - Decision – First Thursdays (So Happy It’s Thursday Parties) will be:
      * 6/5, 7/2, 8/6, 9/3, 10/1, 11/5, 12/3 (in combination with Cranberry Kick-off), 2/4, 3/3, 4/7, 5/5 (Cinco de Mayo), 6/3.
      * PSC will most likely need to organize first few FT parties.
      * PSC will encourage other departments/work units/associations to organize FT parties.
        + Create friendly competition?
        + Annual prize for best party?
        + Create theme for each FT (work on the absurd angle)
  + All Staff Events:
    - DECISION - Combine social event with MHCC performances (Theater, Music, Sports).
    - DECISION – Explore how we can support Foundation events such as bowling.
* Cranberry 2015-16 (sub-committee of Kim, Paula, Andres, Cynthia)
  + DECISION – the PSC will focus on expanding Cranberry’s 2015-16 reach so all MHCC employees feel welcome to participate (Maywood, faculty, etc.)
  + DECISION – the sub-committee will start planning as of now so we can advertise Cranberry 2105-16 before the end of the summer.
  + DECISION – we will break the mold regarding scheduling to explore ideas such as:
    - Cranberry Kick-off on 12/3.
    - Cranberry offerings throughout December
    - Connect with TLC to support/staff their efforts
      * ACTION – Lauren will contact TLC Coordinators to explore collaboration
* Culture of Excellence
  + ACTION – Paul will check in with Carrie to see who has contacted her to schedule a PoN workshop (BIWT has)
  + ACTION – Eran will maintain contact with Kelley Keith regarding when a PoN workshop will be scheduled with her group.
  + ACTION – Paul will check in with Christie re scheduling PoN workshops during In-Service
  + ACTION – Eran will contact Graphic Design/Marketing regarding our generating marketing materials in support of CoE
  + DECISION – Curriculum Development folks will continue to meet over the summer to prepare Standard #1 for the Fall.

SUMMARY OF ACTIONS from 20150513 meeting:

* The Building Internal Community Team will send out a summary of the parent survey before 5/27.
* Paul will identify instructors (from contract training) who are proficient in meeting facilitation and “changing conversations to the positive”
* Andres, Eran, and Kealani (?? Did I miss anyone??) will revise CoE implementation graphic and present new draft at 5/27 meeting.
* Kealani, Eran, and Christy (??) will contact Rick concerning First First Friday.
* All will devote our May 27th meeting to planning for 2015-2016.

**ACTION PLANS FOR June 2015 – May 2016 period:**

Do the following Sub-committees work for people:

1. Building Internal Community Team
2. Professional Development Team:
   1. Cranberry Shortcourse
   2. Culture of Excellence

Please divide into sub-committees and being work on your Action Plans.

**Proposed Sub-Committees:**

The CETF proposes the following initial sub-committees for PSC consideration.

1. **Building Internal Community –**. The sub-committee will focus on creating and leading the implementation of activities that will promote and reinforce the feeling of community in MHCC’s workforce. The sub-committee will be responsible for identifying and implementing activities that might include (but will not be limited to):

* Annual All Staff Events
* Campus Clean-up
* Take your Child to Work Day
* First Friday
* Employee Picnics
* Frisbee Golf Tournament
* Volleyball
* Geo-caching
* Scavenger Hunts

1. **Professional development** The sub-committee will be charged with promoting a strategic approach to MHCC’s employee skills training and professional development program. Major deliverables are Cranberry shortcourses and Culture of Excellence:

Major lines of inquiry and activities include:

* Cranberry
  + How do we open Cranberry up to all employees?
  + Can we expand beyond our successful December presentations?
  + How do we connect/collaborate with TLC?
* Culture of Excellence:
  + PoN roll out
  + Curriculum Development
  + Communication and Logistics.

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| June 2015 | July | August | September | October | November |
| |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | S | M | T | W | T | F | S | |  | 1 | 2 | 3 | 4 | 5 | 6 | | 7 | 8 | 9 | 10 | 11 | 12 | 13 | | 14 | 15 | 16 | 17 | 18 | 19 | 20 | | 21 | 22 | 23 | 24 | 25 | 26 | 27 | | 28 | 29 | 30 |  |  |  |  | |  |  |  |  |  |  |  | | |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | S | M | T | W | T | F | S | |  |  |  | 1 | 2 | 3 | 4 | | 5 | 6 | 7 | 8 | 9 | 10 | 11 | | 12 | 13 | 14 | 15 | 16 | 17 | 18 | | 19 | 20 | 21 | 22 | 23 | 24 | 25 | | 26 | 27 | 28 | 29 | 30 | 31 |  | |  |  |  |  |  |  |  | | |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | S | M | T | W | T | F | S | |  |  |  |  |  |  | 1 | | 2 | 3 | 4 | 5 | 6 | 7 | 8 | | 9 | 10 | 11 | 12 | 13 | 14 | 15 | | 16 | 17 | 18 | 19 | 20 | 21 | 22 | | 23 | 24 | 25 | 26 | 27 | 28 | 29 | | 30 | 31 |  |  |  |  |  | | |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | S | M | T | W | T | F | S | |  |  | 1 | 2 | 3 | 4 | 5 | | 6 | 7 | 8 | 9 | 10 | 11 | 12 | | 13 | 14 | 15 | 16 | 17 | 18 | 19 | | 20 | 21 | 22 | 23 | 24 | 25 | 26 | | 27 | 28 | 29 | 30 |  |  |  | |  |  |  |  |  |  |  | | |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | S | M | T | W | T | F | S | |  |  |  |  | 1 | 2 | 3 | | 4 | 5 | 6 | 7 | 8 | 9 | 10 | | 11 | 12 | 13 | 14 | 15 | 16 | 17 | | 18 | 19 | 20 | 21 | 22 | 23 | 24 | | 25 | 26 | 27 | 28 | 29 | 30 | 31 | |  |  |  |  |  |  |  | | |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | S | M | T | W | T | F | S | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | | 8 | 9 | 10 | 11 | 12 | 13 | 14 | | 15 | 16 | 17 | 18 | 19 | 20 | 21 | | 22 | 23 | 24 | 25 | 26 | 27 | 28 | | 29 | 30 |  |  |  |  |  | |  |  |  |  |  |  |  | |
| December | January | February | March | April | May |
| |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | S | M | T | W | T | F | S | |  |  | 1 | 2 | 3 | 4 | 5 | | 6 | 7 | 8 | 9 | 10 | 11 | 12 | | 13 | 14 | 15 | 16 | 17 | 18 | 19 | | 20 | 21 | 22 | 23 | 24 | 25 | 26 | | 27 | 28 | 29 | 30 | 31 |  |  | |  |  |  |  |  |  |  | | |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | S | M | T | W | T | F | S | |  |  |  |  |  | 1 | 2 | | 3 | 4 | 5 | 6 | 7 | 8 | 9 | | 10 | 11 | 12 | 13 | 14 | 15 | 16 | | 17 | 18 | 19 | 20 | 21 | 22 | 23 | | 24 | 25 | 26 | 27 | 28 | 29 | 30 | | 31 |  |  |  |  |  |  | | |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | S | M | T | W | T | F | S | |  | 1 | 2 | 3 | 4 | 5 | 6 | | 7 | 8 | 9 | 10 | 11 | 12 | 13 | | 14 | 15 | 16 | 17 | 18 | 19 | 20 | | 21 | 22 | 23 | 24 | 25 | 26 | 27 | | 28 | 29 |  |  |  |  |  | |  |  |  |  |  |  |  | | |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | S | M | T | W | T | F | S | |  |  | 1 | 2 | 3 | 4 | 5 | | 6 | 7 | 8 | 9 | 10 | 11 | 12 | | 13 | 14 | 15 | 16 | 17 | 18 | 19 | | 20 | 21 | 22 | 23 | 24 | 25 | 26 | | 27 | 28 | 29 | 30 | 31 |  |  | |  |  |  |  |  |  |  | | |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | S | M | T | W | T | F | S | |  |  |  |  |  | 1 | 2 | | 3 | 4 | 5 | 6 | 7 | 8 | 9 | | 10 | 11 | 12 | 13 | 14 | 15 | 16 | | 17 | 18 | 19 | 20 | 21 | 22 | 23 | | 24 | 25 | 26 | 27 | 28 | 29 | 30 | |  |  |  |  |  |  |  | | |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | S | M | T | W | T | F | S | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | | 8 | 9 | 10 | 11 | 12 | 13 | 14 | | 15 | 16 | 17 | 18 | 19 | 20 | 21 | | 22 | 23 | 24 | 25 | 26 | 27 | 28 | | 29 | 30 | 31 |  |  |  |  | |  |  |  |  |  |  |  | |