



ADMINISTRATIVE ADVISORY COMMITTEE

WELCOME OFFICERS MINUTES

Administrative Advisory Committee (AAC) Meeting Reis Hall Treasure Room, July 19, 1999

Present: Amy Hirschy, Ken Hanna, Rich Metzger, Sonie Parry, Don Vrabel, Melissa Barnes

The meeting was called to order by chair Amy Hirschy at 3:05 p.m. Minutes of the June 14 meeting were approved.

The committee decided to invite the new Vice President for Finance and Administration Joe Grasso to the next meeting to be held on Monday, August 16 at 3 p.m. Amy determined that his schedule is free and put us on his calendar for that time. She will meet with him in advance to introduce the committee.

Amy confirmed that there will again be a staff picnic to kick off the year. Members decided to continue last year's practice of inviting the new administrators to the picnic and introducing them to people there. Rich will bring a list of new administrators and names will be divided up at the next meeting.

At the August meeting a brainstorming session will be held to generate ideas for issues to address in the coming year. We will also discuss how we can become more visible to the campus and how to encourage administrators to bring us issues to be addressed.

The next AAC meeting is scheduled for Monday, August 16 at 3 p.m. in the Reis Hall Treasure Room.

The meeting adjourned at 3:35 p.m.

Melissa Barnes
Recording Secretary

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