

Bates

Office of Human Resources

Meeting date: Tuesday, September 5, 2023
Time: 12:30 pm - 1:45 pm
Location: Commons 201
Attendees: Hope Burnell, Patty Rooney, Nora Molloy, Alec Morrissey, Andrea Trumble, Jess Berry, Joe Castonguay, Keiko Konoeda, Mark Cayer, Zach Brown-Cross, Sylvia Deschaine, Curtis Johnson, Megan Couch

Meeting Facilitator: Hope
Timekeeper: Jess
Recorder: Nora

Meeting type: Learn & Decide

AGENDA

- 1) Welcome and appreciation exchange - Patty (10 minutes)
 - a) Please share something you appreciate about a working group member
- 2) Review of previous notes and agenda - Hope (5 minutes)
- 3) Connection between Engagement Working Group and Senior Staff - Hope (10 minutes)
- 4) Communication plan - Hope (10 minutes)
- 5) SWOT wrap up - Joe (5 minutes)
 - a) Joe will share what his group discussed during the SWOT exercise
- 6) Survey objectives discussion - Hope (25 minutes)
- 7) Wrap up and ranking - Patty (5 minutes)
 - a) Meeting feedback and ranking