

**Meeting date:** Tuesday, March 19, 2024  
**Time:** 11:30 am - 1:00 pm  
**Location:** Commons 201  
**Attendees:** Alec Morrissey, Andrea Trumble, Dre Gager, Jess Berry, Joe Castonguay, Zach Brown-Cross, Sylvia Deschaine, Megan Couch, Nick O'Brien, Dana Bosse, Jess Fournier, Patty Rooney

**Meeting Facilitator:** Patty  
**Timekeeper:** Joe  
**Recorder:** Dana/Jess

**Meeting type:** Learn and Decide

## AGENDA

### **Welcome – Patty (5 mins)**

- a.) Doing great! Keep up the good work!
- b.) Patty shared a follow up letter from the President, thankful for all the work we've been doing.

### **Icebreaker- Dana (10 mins)**

- a.) Rock/Paper/Scissors Tournament
- b.) Congratulations, Alec! Valiant effort, Jess B!

### **Review of current participation rates—Patty (30 mins)**

- a.) Plan to visit all departments over the next 10 days (Who's going where?)

Andrea- Admissions, (visiting staff meeting Wednesday morning with Alec.)

Dana- Campus Safety, Equity and Inclusion

Dre- CITL, Pettigrew, Purposeful Work, Libbey

Jess B.- Athletics, CAPS, Harvard Center

Joe- Commons Brunch 3/20

Megan- Museum/Olin

Sylvia- Athletics, Carnegie and Bonney

Patty- Athletics, Carnegie and Bonney, Institutional Affairs/ILS

Zach- Campus Safety, Residential Life

Additional departments- Patty

### **Update on DCCE/Facilities sessions--Megan, Jess F, Dana (15 mins)**

- a.) Interpreter services- beginning 3/20-3/22
- b.) Paper copies- 75 paper copies have been sent out with a request to Rankin for more.
- c.) Computer lab usage- Hard to tell how many have used the open space to take their survey, but will be available up until 3/29.

### **Discussion of any open items (15mins)**

#### **a.) Still getting quite a few questions regarding the confidentiality of the survey.**

- i.) A decision was made to brief the President on the status of participation and share the concerns some people are still having regarding confidentiality.
- iii.) Dre and Nick can use the explanation crafted by Tom McGinnis to email to staff and explain how the survey remains confidential.
- iv.) the messaging delivered during our final push needs to be a gentle reminder to all departments that the survey window will be closing soon and to encourage participation if staff are interested.

#### **b.) Movement happening in DCCE this week**

- i.) paper surveys are being distributed
- ii.) sessions for employees who would like help with translation will be taking place 3/20-3/22.
- iii.) Patty will get translated versions of the posters to Megan.

### **Meeting Ranking/Assessment of +/-**

8.7