

# TCC Internal Relations Committee Minutes

Date: January 17, 2019

Time: 2:00 PM

Location: Green District Administration Building, College Board Room

Attendees: Richie Windley      Mary-Beth Apperson      Novella Briggs      Sandra Bryant  
Kyndra Brown      Davine Faulks-Brayboy      Dr. Natasha Filipski      Marc Wingette

- I. Call to Order – 2:05 pm
- II. Correction and approval of minutes, with following corrections:
  - A. Change ‘agenda’ to ‘minutes’
  - B. Change date to October 18, 2018
- III. Chair Report – PAPC Meeting
  - A. Working to get committee positions filled – We will send a request to PAPC to fill vacant seats.
  - B. Mid-year report submission needed.
  - C. Changes to by-laws: Standing committees need PAPC approval before dissolving their committee.
- IV. Open Business
  - A. Review of President’s Meeting
  - B. **Our Charge:** Analyze the *Great Colleges to Work For* survey results and make recommendations on ways to improve morale and improve survey results in the future. Recommend strategies to change employee perception and make our institution a better place to work, which in turn will create a better environment for our students.

**Note:** This will be multi-year effort and we will use the results from future Great College to Work For surveys to measure our success.
  - C. Charge Discussion points
    1. Increase moral
    2. Dr. Natasha Filipski will send Kudos templates to Davine Faulks-Brayboy (HR) for distribution to Supervisors.
    3. All Committee members will review the summary of our 2017/2018 charge, (located in SharePoint, to decide which recommendations are the easiest to implement.
    4. HR will now deliver the Service Awards to each President’s Cabinet member on a monthly basis for distribution. Recognition for significant years of service will also occur at Convocation. Mary-Beth Apperson and Davine Faulks-Brayboy will write the procedures.
    5. Develop measurable goals to reach 60% - 80% of the college personnel to increase their feeling of a valued employee.
- V. New Business
  - A. Richie Windley will ask the President to notify the college personnel about the new recognition program.
  - B. Richie Windley will talk to Susan James about Diversity and Inclusion committee assisting the IRC for on our current charge.
  - C. Sandra Bryant is working on 50<sup>th</sup> year Picnic Committee
- VI. Future Meetings – all in President’s Board Room, Third Thursday
  - February 21
  - March 21
  - April 18
  - May 16

## TCC Internal Relations Committee Minutes

Date: January 17, 2019

Time: 2:00 PM

Location: Green District Administration Building, College Board Room

Adjournment – 3:35 pm