

Classified Staff Issues Committee (CSIC) Minutes February 28, 2006

Present: Diana Allaby, Sue Barthel, Maggie Brandenburg, Bruce Goldade, Angela Powell, Gary Sandefur

Visitors: Mary Czyszczak-Lyne, Joan Riddle

- 1. Professional Development Grant** Grants in the amount of \$3,768 were distributed to 8 classified employees through the Professional Development Grant process. Individuals receiving the grants included:
 - Carol Brandl, Department of Communicative Disorders, for an Excel course through MATC
 - Michelle Bright, Department of Sociology, to attend a certificate program at MATC for Meeting and Event Management
 - Charmarie Burke, Department of Geography, to attend the National Association of Graduate Admissions Professional Conference
 - Nancy Gibson, Department of Communicative Disorders, for Adobe InDesign training through Doit
 - Anita Lightfoot, Center for Jewish Studies, for Management and Leadership course through Cardinal Stritch University
 - Andrea Miller, Department of Geography, to attend two workshops through the Small Business Development Center: Financial Management Series and Prospective for Success
 - Nancy Mustapich, Chazen Museum of Art, for Flash software training through Doit
 - Justin Richardson, School of Music, to attend a Facilities Management Seminar through Fred Pryor Seminars

There is \$1,232 remaining in the grant fund for distribution this fiscal year. We will go through another application and distribution process in March to grant the remaining funds. Application information will be sent out via email to all classified staff in early March with applications due by March 24.

- 2. Planning for reception in honor of classified staff.** The Classified Staff reception is scheduled for Wednesday, April 26, 2006 from 1:30 – 3:00 p.m. in Union South with a brief program by Dean Sandefur at 2:00. There will be door prizes distributed at the reception. There will be an information sheet handed out highlighting the committee's activities this year.

The next meeting is scheduled for Tuesday, March 28, 2006 at 1:00 p.m. This will be a closed meeting because the committee members will be reviewing the Professional Development Grant Program applications.