Mentoring Sub-Committee

November 29, 2012

Present: Carolyn Fallahi, Rebecca Pickering

Absent/Excused: Ellen Retelle, Bobbie Koplowitz, Kathy Poirier, Jacqueline Cobbina-Boivin, Karen Ritzenhoff, Sandy Matthews, Myrna Garcia-Bowen

I. Additions to the website:

1. hours and information on the CCSU Art museum on campus: Carolyn
2. On-going events on campus: Carolyn
3. Sports schedule: Carolyn
4. Music/theater shows: Carolyn
5. How to advertise on campus: Carolyn
6. Explanation of the DEC: Carolyn
7. Explanation of the SUOAFF P & T: Myrna
8. Committees available on campus: Carolyn
9. Campus Map: Carolyn
10. Resources on campus, e.g. counseling and wellness, ING counseling, employee assistance program, links to HR, Women’s Center: Carolyn
11. Negotiating your salary: Carolyn
12. Process to schedule a room, order food, student center, event management, Sodexho: Carolyn
13. Tuition reimbursement for employees: Rebecca

Carolyn will schedule new employee interviews for our next meeting in January.

Respectfully Submitted,

Carolyn R. Fallahi