

**William Paterson University  
Directors' Council Steering Committee  
Meeting Minutes 5-8-24**

<b>Date:</b> <b>5-8-2024</b>	<b>Time:</b> <b>11:00 am</b>	<b>Location:</b> <b>Library Paterson Room</b>
<b>Members Present:</b>		
<b>Guests:</b>		
<b>Agenda</b>	<b>Discussion</b>	<b>Action</b>
Meeting call to order		
Adoption of the Agenda		
Review of the minutes	3-21-24	
Leadership Team	Updates: Discussion to for Steering Committee members to invite specific directors across divisions to join the Steering Committee. Donna will invite Mary Alice Barrows, Debbie Ackerly, Peter Lazzaro, Don Kane, Dayana Nunez. Jill will invite either Susan Astarita or Lisa Brenenson.	
Next Meetings	<b>Next General Membership Meeting – June 13</b> Topics? Activities?  Next Steering Committee Meeting Date	
April Community Service Event	Donations to Pioneer Pantry was the DC service project. Donna sent out information with needs and ask Directors to work with their departments to collect donations to be brought to April 10 meeting. Collected approx. 4 boxes of goods.	
End of Year Meeting	<b>End of Year Meeting: Thursday, June 13 at 3pm</b> (room TBD). We discussed using UC 211 for outdoor patio, and provide some fun and engaging activities (i.e. Minute to Win It)	
DC Awards Nominations	Committee decided that DC awards have run their course. Jill discussed the state awards and the proposal to implement university employee recognitions to take place this spring.	

Scholarship Update	<p>Roy discussed options for renaming the DC Scholarship, and committee decided to notify members to make donations in honor of Denise Robinson Lewis. Denise would be notified when this is done. Denise also donated \$100 to the fund.</p> <p><b>To fund scholarship for FY25, we need \$1000 by June 1, 2024.</b></p>	
Other activities	<p>Walking Club will begin in May. Days / staff TBD.</p> <p>Donna will select a date for DC members to meet at Einstein Bagels in University Hall for coffee and conversation.</p>	
Committee/Chairs	<p><b>For Continued Discussions:</b></p> <p>Committee Revisions Discussion:</p> <ul style="list-style-type: none"> <li>• Add - Wellness or Well Being Committee – Possibly work with HR on that. Wellness, engagement, and membership seem to align easily.</li> <li>• Add- Nominating Committee/Employee Recognition committee.</li> <li>• Add - Social Justice / DEI</li> <li>• Remove Assessment Committee - be a topic rather than a committee.</li> <li>• Membership Committee is vital.</li> </ul> <p>Who is responsible for identifying/ approving individuals to be on the Directors' Council?</p> <p>Update webpage</p>	<p>Discussed briefly, further discussion this summer. Want to add Wellness Committee headed by Jill. Eliminate Nomination committee since university is moving to employee recognition awards. Social Justice / DEI committee – speak with Jeanne Arnold. Remove Assessment Committee. Remove Membership Committee and have this assumed by the Steering Committee.</p>
Adjourn		