Meeting Minutes:

Date: 8.23.2016 Tuesday
Time: 11:00-Noon
Location: Watson 440D
Attendees: Karna Younger, Mike Broadwell, Deborah Dandridge, Shannon Royer, Scott Cossel, Lars Leon, Sunita Gandhi
Handout/referencing material: Annual Report of the previous years

Minutes:

- Introduction of the members
- Talked about previous years from the Annual reports
- This year 4 categories are being treated as one unit for the libraries-1. Academic staff 2. Faculty 3. USS 4. UPS
- Discussions about the charges
- **Actions to be taken**
  1. Raising awareness in transparency by providing/sharing more information
  2. Explaining employees benefits
  3. Need to talk of communication beforehand about the salary-process (may be announcement in the All staff)
  4. If early announcement is not possible, then can have discussions for the next year
  5. Considering a town hall meeting after consultation with the cabinet for merit base process (should be about process only, not about individual questions)

We can use the following table later if need be: (optional)

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