

Staff Advisory Committee

June 10, 2015

The meeting was called to order at 9:15 a.m. by chairman Dona Gaynor.

Attending: Dona Gaynor, Liz Kyle, Evan Olsen, Chris Whitman, Chris Finn, Gayle Duncombe, Kristie Kwong, Lisa Petrillo, Dominic Lombardi, John Meyer, Jason Griggs, Kathy Villegas, Shirley Czekanski, Lee Martucci, Donna Cassario

The benefits subcommittee received a draft of the updated Sick Leave Bank policy from HR and they incorporated nearly all the suggestions except the number of sick leave hours that employees must have saved before they can join the bank. They must have two weeks of sick leave available to cover the two week waiting period before short term disability begins. In the future, the Staff Advisory Committee will be consulted when changes to the bank are made and a member of the Staff Advisory Committee will serve on the Sick Leave Bank Committee.

The engagement subcommittee discussed the recommendation that they plan to present to promote staff engagement. A Florida Tech Staff Civic Engagement event will be proposed as a way to promote community service and volunteerism. The proposed event would be held the same day as the President's Holiday Party and in the morning employees would be allowed to participate in community service or volunteer activities (which could include any on campus initiatives) and then an announcement of total hours would be made at the Holiday Party. The engagement subcommittee is also recommending that more staff training be provided and that the results of the Professional Development Survey conducted by HR be utilized to develop a more robust training program on campus. It will also be recommended that the Always Give 5 Star service program be expanded to more departments on campus.

The committee received applications for new committee members and several will be forwarded to the President's Office for final review and selection.

The next meeting will be held on June 10, 2015 in 7th Floor Crawford at 9:15 am.