

Staff Advisory Committee

January 8, 2014

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

Attending: Dona Gaynor, Leslie Savoie, Liz Kyle, Christopher Whitman, Dan Parnell, Jason Griggs, John Meyer, Chris Finn, Vanay Syme, Karen Brown, Gayle Duncombe, Lisa Petrillo, Carla Howell, Shirley Czekanski, Margie Smith, Rupert Pattison, Terri Plotner

The minutes from the Dec. 12, 2013 meeting were read and approved.

The committee discussed the sustenance effort and the desire to assist needy employees while understanding that these employees may not feel comfortable coming forward and identifying themselves in a university sponsored program. It was determined that it might be best to spearhead or lead more frequent and formal food collection initiatives and to recommend that HR provide links for local food banks on their website and provide information at open enrollment.

The committee also discussed the Faculty Senate parking recommendations and the safety sub-committee will review those recommendations and make suggestions for recommendations from this committee in line with the faculty recommendations. Once the parking recommendations are finalized the safety sub-committee will begin focusing on other safety issues on campus such as better lighting on University Blvd. and the need for better education and enforcement of safety policies.

The communication sub-committee is continuing to research best practices at other universities and have determined that improvement in this area will require high-level support. Since communication is listed on the Strategic Plan as an area to improve, it appears that the administration is aware that this is an area that needs improvement. The Chair is attending a Quality of Life Committee meeting to discuss this issue and will report back on that committee's progress.

The committee discussed outreach activities for the spring and it was decided that rather than having one large social event, the committee would plan more frequent and smaller events at different locations off campus. The committee will look at the possibility of taking some breakfast or break refreshments and spend an hour at these locations talking to staff members, getting suggestions, and informing them of SAC activities.

The Chair asked the membership sub-committee to review the SAC membership application process and to provide recommendations on how to improve the process and to ensure that membership on the committee adequately represents different departments and staff classifications on campus.

The meeting was adjourned at 10:30am. The next meeting will be February 13 at FIT Aviation.