

Staff Advisory Committee

June 11, 2014

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

Attending: Dona Gaynor, Liz Kyle, Chris Whitman, Margie Smith, Chris Finn, Vanay Syme, Lisa Petrillo, John Meyer, Jason Griggs, Karen Brown, Gayle Duncombe, Dan Parnell, Shirley Czekanski.

Minutes from the May 14 meeting were read and approved.

The committee reviewed suggestions from the latest Staff Outreach that was held at the Florida Tech Commons. The suggestions included a staff newsletter and alternate work schedules in the summer. It was noted that this idea had been recommended by the committee in the past and a taskforce was set up to explore the alternate work schedules such as Fridays off in the summer. The taskforce ultimately determined it was not a good fit for Florida Tech. Flexible schedules for individuals can be arranged with approval from their supervisor but many employees are not aware of it or, their supervisor may not approve them. It was suggested that an email could be sent out by HR to inform employees of this option and to encourage managers to support it.

The committee reviewed the final draft of the recommendation prepared by the Communications Sub-committee and it will be submitted soon. The committee also reviewed the applications for new members and the several will be forwarded to the President's Office for final review. Finally, the committee discussed some areas and issues to focus on for next year such as staff engagement and a continued emphasis on ideas to improve communication and staff morale.

The committee will break for the summer and the next meeting is September 10, 2014.