

Staff Advisory Committee

November 13, 2013

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

Attending: Carla Howell, Shirley Czekanski, Dona Gaynor, Liz Kyle, Mary Cromer, Evan Olsen, Christopher Whitman, Jason Griggs, John Meyer, Christopher Finn, Vanay Syme, Christel Noyes, Karen Brown, Lisa Petrillo, Gayle Duncombe, Dan Parnell, and Rupert Pattison.

Guests: Karen Gathercole, Benefits Manager & Linda Jancheson, Employee Relations Manager

The minutes from the Oct. 9, 2013 meeting were read and approved.

The committee reviewed the recent Halloween social event and concluded it was a success with over 50 staff members attending. Several suggestions were received including several that the committee has addressed in the past including a 4 day work week, increased matching to retirement funds, staff equity raises, parking concerns, and a request for more social events. The Chair asked the committee to consider whether we should host a large spring social event or plan smaller outreach events to targeted staff groups.

The communications sub-committee reported that they met to discuss how to best focus their efforts this year. Lack of communication is a theme that is reported through many different sources at the university and is mentioned in the Strategic Plan. The sub-committee suggested that it might be beneficial to survey staff to find out how they prefer to receive important information and it was also mentioned that this could be included in the staff survey conducted by institutional research. The sub-committee also discussed the value at looking at best practices at other universities.

The Chair introduced the guest speakers from Human Resources and thanked them for their quick responses to the recommendations that were made by the committee last year. They updated the committee on Healthcare Reform and provided information about upcoming information sessions designed to help employees understand the new reforms. They also reported that there would be numerous sessions for employees throughout the year and that open enrollment would be held earlier this year. They asked the committee for input on best ways to encourage staff attendance at these important meetings. The committee then discussed the work of the sustenance sub-committee with the HR representatives and all agreed that while this is an important topic, it is difficult to identify employees in need and encourage them to seek out assistance on campus. It was determined that it may be better to focus efforts on making community resources more readily available to employees. It was also noted that most food drives are held during the holidays but some employees at Florida Tech have needs in the summer when their hours may be reduced. We may want to consider raising awareness of existing community food pantries and conducting campus food drives at different times of the year to support these community resources.

The meeting was adjourned at 11:10 am. The next meeting will be December 12, 2013.