

Staff Advisory Committee

November 9, 2016

Attending: John Allen, Rachel Carroll, Shirley Czekanski, Donna Cassario, Gayle Duncombe, Denise Flutie, Dona Gaynor, Jason Griggs, Liz Kyle, Kristie Kwong, Lisa McKendree, Evan Olsen, Lisa Petrillo, John Meyer, Lee Martucci, Robin Run

The meeting was called to order at 9:30 a.m. by chairman Dona Gaynor.

The minutes from the October, 2016 meeting were reviewed and approved.

Halloween Social

Attendance was light, reasons that it might have been were discussed.

Suggestions from the suggestion box were:

1. 5-Star service in all departments. www.fit.edu/5-star
 - a. Not all departments are involved.
 - b. Training is necessary.
 - c. Who would maintain this?
2. A raise.
 - a. Cost-of-living and incentive raises are all frozen
3. Spring Break off.
4. Incentives.
5. Fried ravioli at socials.
6. Employees have ability to rate or do performance evaluations on their bosses.
7. Positive feedback.
8. Lower Panther Dining Hall price.
 - a. Some employees may not have \$108.00 at one time to participate in this program, maybe the number of meals you have purchase could be reduced?
9. One guest allowed per month on employee meal plan to Panther Dining.
10. Paid employee leave during spring break in lieu of merit increase.
11. Close the week before Winter Break.
12. Designated employee parking at the Commons Building.
 - a. In fact it would be nice in each parking area.
13. Start anniversary day after one year of service rather than first of the calendar year.
14. Focus more or re-instate Spirit Fridays.
15. Have managers provide more feedback and encourage growth.
16. Pay us for time worked.
17. Enable managers to reward/thank employees with “thank you” grants (like ACITC grants).

Committee Structure/Membership Committee

This committee needs to be enhanced with more members to tackle changing the Staff Advisory Committee. Things to discuss are, membership; length of membership and staggering membership. Bylaws and committee structure one of the suggestions to look at was Coastal Carolina, <https://www.coastal.edu/staffadvisory/sacby-laws.html>.

At the prior college where Denise was a SAC member they were set up by building. Each building had a member and after the meeting that building's member would send out a brief synopsis to each staff member in their building. They would also open every 3rd or 4th meeting to all staff members. The president of the SAC would also meet with the president of the college once a month. This college was much larger than FIT.

We need a more structured way to get members of the SAC. Some of our members volunteered, some of our members were asked to apply by management, and some were told they would be on the committee.

Denise is the chair of the Committee Structure/Membership Committee and three more people have been added to the committee to help with the overhaul.

Other News

The membership committee is getting a table or two from Terri Wright for the next Market Day on December 7th. One table is to highlight staff members with talents such as jewelry making, knitting, crochet that they can sell. A second table could encourage staff to discuss the Staff Advisory Committee and recommendations for the SAC to address.

The Development office is rolling out the next Day of Giving on November 29th. The department with the most undergrad alumni to contribute (based on size of the department) will get an extra \$15,000.00.

We need volunteers from the SAC to help out with the table at Market Day. See Kristie Kwong.

Next Meeting

The next SAC meeting will be held on Wednesday, January 11th, 2017 in 7th Floor Crawford at 9:30 am.
Submitted by Gayle Duncombe