

Staff Advisory Committee

September 18, 2019

Attending: Arlo De Rosario, Cheryl LeBlanc, Donna Cassario, Elizabeth Middleton, Evan Olsen, Laura Danner, Regine Diehl, Tina Ellet, Affan Faruqi, Sarah Irizarry, Jillian Leclerc, Jennifer Nessmith, Kathleen Stewart, Val Williams

The meeting was called to order at 9:31 am by Chairman Evan Olsen. May minutes were reviewed and approved by the committee.

Special Guest

No special guest in attendance.

Subcommittees

Chairman Olsen reviewed the function of each subcommittee for the new members. He requested that each member submit their top three choices for the subcommittee they desire to serve on.

Benefits Subcommittee

No topic discussed.

Communications Subcommittee

No topic discussed.

Membership Subcommittee

There are currently 21 members of the SAC. Prospective members that have submitted applications in recent months will be engaged to participate in upcoming events and contacted in February or March for open slots.

Outreach Subcommittee

Discussed the success of the first scavenger hunt. The committee received a thank you letter from one of the prize recipients conveying their gratitude of the opportunity. There will be a separate meeting to plan for the Gatorade Hand Out project. The Halloween Event will be held on October 31, 2019 from 2:00 pm – 4:00 pm.

Safety/Security Subcommittee

SAC will reach out to new Security Director to be the special guest for October.

Staff Suggestions

There was a scavenger event exclusive to staff and a welcome back event for faculty. Incorporate an event that includes all employees of Florida Tech so that all feel important and equal.

As a follow up to the Active Assailant training will be there drills or practice by the facilitators. Can there be a CPR, first aid and AED training as well?

During the day chairs are taken from Conference Room 305 at Harris Commons.

During special events visitors take parking spaces from employees.

Overflow parking for faculty and staff

There is a strain on employees for parking due to campus events.

Other/Open Discussions

Town Hall Meeting coming up and Chairman Olsen stated that he would represent the SAC as needed.

Performance reviews are scheduled to be completed between 11/4/19- 12/20/19.

Discussed possible guest speakers from Human Resources, Security and Vice Presidents (to build relationships with them and understand how we can support).

Meeting adjourned at 11:31 am

Submitted by Val Williams