

Staff Advisory Council
Meeting Minutes
January 8, 2015
Skutt Student Center, Room 209

Members Present: Joann Cricklaw, DeDe Hedlund, Sue Magnuson, Jordan Bellanti, Angela Batson, Nick Orsi, Sarah Oliver, Sarah Taylor, Charise Alexander Adams, Chris Karasek, David Barnum, Lynne Caruso, Colette O'Meara-McKinney

Jordan Bellanti gave our reflection.

Guests: Molly Billings and Tom Drzaic, Human Resources – Payroll/HRMS

The meeting was called to order at 1:00 p.m.

- Chair Report:

- New Officers have met (or need to meet) with predecessors for transition.
- Chris asked everyone to make sure they are on a committee – only new SAC members listed. Committees will meet today and will write what each does and any year-to-year work. New chairs will need to be appointed.
- Chris asked for volunteers for the Martin Luther King luncheon on January 21st 11:30 – 1:00. Volunteers will assist with seating and directions. Charise Alexander Adams, Dave Barnum, Sarah Oliver, Joann Crinklaw and Sue Magnuson volunteered.
- The Facebook page needs to have timely and up-to-date postings. Sarah Oliver will assist Jordan Bellanti with the Facebook page. Charisse will begin working on the Website w/Joann Crinklaw.
- Chris and Joann will work on getting a better idea of who each member represents in their area.
- Chris reported on the ability to set up some way for staff to anonymously contact SAC through email with suggestion about using Blue-Q. Jordan Bellanti will check to see if there is a way to do this on the website. We want staff to know their voice will be heard.
- Chris would like to start a relationship with students by teaming up with student organizations with various activities this year.
- Chris asked for suggestions for speakers for our meetings this year. Several names were suggested and Angela Batson will work on scheduling.
- Chris asked if we thought staff would be interested in mentoring students in non-academic areas. It was decided that we need more information on what would be involved to share with staff in our areas.
- Chris shared the Benefits Committee's "Paid Time-Off Policy" proposal for time off to do volunteer service. After reading the proposal, wording suggestions were given to Chris for the committee. All agreed that SAC will support the proposal.

- Other reports to the Committee:

- President's report: Colette O'Meara-McKinney reported that President's office has gathered notes from the listening sessions held in December by Fr. Lannon and others. They pulled out the major themes to decide if strategies need to be developed to address concerns or if there may already be strategies in place that will eventually help.

Recap of Major Themes

1. Arts & Sciences – How do members fit into the Strategic Plan?
2. CHI Relationship and the transition of Bergan to a teaching hospital.
3. Better communication at all levels
4. Faculty workloads and limited resources
5. Interdisciplinary efforts – How to implement better collaboration?
6. Jesuit values – How to maintain, educate and engage new faculty/staff and all students?
7. Distance Learning and on-line courses: traditional vs. non-traditional students and maintaining quality of education
8. Wondering if we are moving too quickly with change?
9. Recruiting/retention – and students/family ability to meet tuition requirements
10. Shared Services and fear of the unknown

11. Compensation and equity
12. Aging faculty and attrition

In addition, the Strategic Plan team is ready to assess where we are in meeting targets. Dr. Bradberry's convocation address as interim president is February 3, 2015.

- Treasurer's report: None.
- Human Resources Report: W2's will be coming in the mail at the end of the month.

- Sub-committee Reports:
 - All committees met to establish what each does and to appoint new chairs.
 - Nominating: Sarah Taylor new chair. Committee runs elections for Staff Advisory Council and Presidential committees. Plan to continue Rookie of the Year award and would like to add Non-rookie of the Year for staff who have worked 3+ years.
 - Staff Service Committee: Charise Alexander-Adams is new chair. Will continue with the Backpacks project in spring, Thanksgiving food drive and would like to invite student organizations to join us, and will do the toilet paper drive this spring.
 - Staff Relations/Jesuit Relations: Angela Batson is new chair. Goals for 2015 are to review and address communication issues and discuss ways in which the SAC can give back to staff.
 - Standing Rules/Special Projects: Sue Magnuson is new chair. Will look at the new provost model structure and fully understand the new division areas and determine if we still have the correct number of representatives from each area. Discuss the pros and cons of having the vice chair succeed the chair position. Review election processes.

- Guest Speakers: Molly Billings and Tom Drzaic, Human Resources – Payroll/HRMS transition with retirements (slide deck attached)

Adjournment: The meeting was adjourned at 3:05 p.m.

Respectfully submitted,

Sarah Oliver, Secretary