

**STAFF ADVISORY COUNCIL**  
**Date: Wed., June 27, 2007**  
**Location: Broadcast Bldg., Room 25**

**MEETING MINUTES**

President Marc Laviolette called the meeting to order at 3:00 PM

<b>Members:</b>		<b>Present</b>	<b>Excused</b>
	<b>Marc Laviolette, President</b>	<b>X</b>	
	<b>Bob Swank, Vice President</b>	<b>X</b>	
	<b>Secretary, position open</b>		
	<b>Treasurer, David Vazquez</b>	<b>X</b>	
	<b>Mary Reed</b>		<b>X</b>
	<b>Tim Shannon</b>		<b>X</b>
	<b>Susan Baurer</b>		<b>X</b>
	<b>Ruth Rodrigues</b>		<b>X</b>
	<b>Jim Lee</b>		<b>X</b>
	<b>Tami Tassler</b>	<b>X</b>	
	<b>Dee Bryan</b>	<b>X</b>	
	<b>Chuck Bryan</b>	<b>X</b>	
	<b>Loren Prive</b>	<b>X</b>	
	<b>Eileen Regelski</b>	<b>X</b>	
	<b>Jackie McNulty</b>	<b>X</b>	
	<b>Lisa Banks</b>	<b>X</b>	
	<b>Jennifer Baker</b>	<b>X</b>	
	<b>Jacque Toth</b>	<b>X</b>	

Marc Laviolette asked for a motion to approve the minutes of the April 25<sup>th</sup> meeting. Meeting minutes were approved as submitted.

The final version may be accessed on: Marlin Share/SAC (Staff Advisory Council)/ Minutes 2007-2008/minutes and also on the SAC Website.

**Officer Elections took place for 2007-2008. The results:**

**President: David Vazquez**  
**Vice President: Dee Bryan**  
**Secretary: Jacque Toth**  
**Treasurer: Loren Prive**

## **OFFICER REPORTS:**

**Exiting President, Marc Laviolette reviewed and encouraged continuation of 4 major areas of concentration:**

- 1. Staff Survey**
- 2. Equal SAC membership representation**
- 3. Presidential Candidate acclamation**
- 4. Wellness Programs and what that entails**

**Newly elected President, David Vazquez, confirmed the above areas will be carried forth into the 2007-2008 as continued areas of concentration.**

**As last year's SAC treasurer, David Vazquez reported financial status:**

**Foundation Account: \$2500.00**

**E&G Account: \$9600.00- new fiscal year 07-08**

**Human Resources Representative and Director, Steve Belcher, suggested using funds for professional development opportunities, a partner initiative for diversity training and sexual harassment training.**

## **SUB-COMMITTEE REPORTS:**

### **Personnel Policies:**

**Dee Bryan, Chair, stated there is no news on the merit proposal yet. The proposal was submitted to Dr. Joe Shephard and a copy of the submitted proposal can be found on the Marlin share drive.**

### **Public Relations Group:**

**Tami was appointed the new Chairperson**

**Chuck Bryan was appointed the new WOW (Wings of Welcome) Chairperson**

**Tami has the next newsletter under construction and asked that all ideas be e-mailed to her. The anticipated publication/distribution of the newsletter is late Aug/early Sept.**

### **Staff Survey:**

**Bob Swank, Chair, reported that a survey style known as a limited survey is being created which can be compared to the original survey (issued in 2002) for measurement/progress purposes. Also discussed was the inclusion of questions to the survey to obtain staff's measurement and perception of the Staff Advisory Council. David Vazquez requested an example of the SAC questions be presented to the Council prior to publication. Bob noted that a draft of the entire staff survey is expected soon and anticipated distribution is September.**

## **Membership:**

**Discussion took place and this new Membership Committee was formed. New members from SAC include Bob Swank, Jackie McNulty and Chuck Bryan. These members will contact staff for volunteers, including those who recently ran for SAC, for participation.**

## **Employee Recognition Program:**

**Dee Bryan offered information on a new Employee Recognition Program subcommittee that was introduced and facilitated by Susan Baurer. The committee was formed to examine old and new endeavors for positive employee recognition, including OPS. Other committee members include Tim Shannon, Dee Bryan, Sherry Voss (Human Resources) and Jacquie Toth.**

## **STANDING COMMITTEE REPORTS:**

**EEO Committee: no report**

**ADA Committee: no report**

**Parking Advisory: no changes to report, Loren Prive is new SAC representative**

**Parking Appeals: no report.**

**Work Place Safety: no report. Eileen Regelski and Jennifer Baker are the new SAC reps.**

**Bookstore Committee: no report. Jackie McNulty is the new SAC rep.**

**Facilities Coordinating: no report.**

**Food Service Committee: no report. Loren Prive was added as a SAC rep.**

**Environmental Stewardship: no report. Chuck Bryan was added as a SAC rep.**

**Tenth Anniversary: Dee Bryan reported that the tenth anniversary of the University will kick off at the Welcome Back celebration in August. Commemorative t-shirts will be available.**

**LRPIEC: no report. The new SAC representative for this committee is Dave Vazquez.**

## **OLD BUSINESS:**

**Dave Vazquez discussed efforts of the Wellness Program, in affiliation with Felicia Tittle, Director of Campus Recreation. They are working on encouraging exercise/ wellness through a point accumulation card system. SAC is to discuss the type of cards. New**

**committee members are Jackie McNulty, Jennifer Baker and Chuck Bryan. Timeline goal for point system implementation is August.**

**NEW BUSINESS:**

**SAC shirts and name tags are to be ordered for the new representatives.**

**Lisa Wasson, Presidential Search Committee, will represent SAC at the search committee meetings.**

**Lisa Banks suggested that the campus smoking issue be absorbed by the Wellness committee instead of the Personnel Policies committee.**

**Future Meetings**

**SAC monthly meetings will be scheduled on the fourth Wednesday of each month.**

**Next Meeting:**

**The next Staff Advisory Council meeting will be held on July 25 in the Broadcast Building, Room 25.**

**Meeting Adjourned at: 4:55 pm**

**Respectfully submitted,  
Jacquie Toth  
SAC Secretary**