

STAFF ADVISORY COUNCIL
Date: Tuesday, March 25, 2008
Location: Sugden Welcome Center, Room 108

MEETING MINUTES

Vice President Dee Bryan called the meeting to order at 3:05 PM

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

Dee asked for a motion to approve the minutes of the February 26th meeting. Meeting minutes were approved as amended.

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

OFFICER REPORTS:

President: no report

Vice President: no report

Secretary: no report

Treasurer: no report

Events Coordinator Report: no report

Brief Discussion: Susan Baurer suggested that our committees provide a recap of their work to date for new, incoming SAC Council and subsequent committee chairs and members.

Ruth inquired about Cinco de Mayo ,however, we will address the Staff Assembly coordination first.

SUB- COMMITTEE REPORTS:

Personnel Policies: Dee Bryan- the Spring Break issue will be touched on by Dave Vazquez at the SAC meeting in April.

Public Relations Group: Tami Tassler- Considering ideas for a “meet and greet” of SAC candidates. As of now we have 3 USPS and 3 A&P who have accepted their nominations.

WOW: Chuck Bryan- no report

Staff Survey: Bob Swank- The Survey Committee now meets twice per week. SAC to review proposal and recommendations in April.

Staff Representative Committee: Chuck Bryan- no report

Employee Recognition Program: Susan Baurer- Susan shared the outline of proposal for the “Dare to Soar” employee recognition program. The outline can be found at: [S:\SAC \(Staff Advisory Council\)\SAC Subcommittees- Proposals and Recommendations\Employee Recognition Programs Subcommittee](S:\SAC (Staff Advisory Council)\SAC Subcommittees- Proposals and Recommendations\Employee Recognition Programs Subcommittee). Start up funds of \$800.00 were requested. Ruth motioned that we approve the request, Lisa seconded the motion and the motion carried unanimously.

Wellness Committee: Jackie McNulty- the contract sent by the President’s Challenge website is still under review. All participant activities are still being tracked.

Comment Box Committee: Lisa Banks- Lisa shared a comment regarding the holiday calendar. This comment will be forwarded to the Personnel Policies committee. Lynn O’Hare submitted a comment to consider a “Boss of the Year” award and a suggestion regarding a mentoring program.

2008 SAC Election Committee- Tami Tassler- Reviewed election timeline. A staff assembly is scheduled for April 30th. Absentee voting April 30-May 2nd. Voting dates to be May 6 and 7. Results announced on May 14th.

STANDING COMMITTEE REPORTS:

ADA Committee: Tim Shannon- no report

Bookstore Committee: Jackie McNulty- no report

Conflict Management: Jennifer Baker- the charge of this committee is to seek resources and set standards for employee conflict resolutions. SAC to identify what resources would help the employee and/or supervisor be more productive in solving problems. The question was asked, “Is this committee an advisory committee”?

EEO Committee: Susan Baurer- This committee has been discussing establishment of a program to assist new employees spouses in finding employment too. No guarantees will be made by the University for jobs here.

Food Service Committee: Ruth Rodrigues & Loren Prive- Ruth stated this committee will be meeting soon.

LRPIEC: Dave Vazquez- no report

Parking Advisory: Dave Vazquez- no report

Parking Appeals: Jim Lee- no report

Work Place Safety: Eileen Regelski- no report

OLD BUSINESS:

Outstanding staff award recipients have been selected. The nominees will receive a letter first. The nominees and award recipients will be named at the Celebration of Excellence ceremony on Friday, April 18th.

NEW BUSINESS:

none

Future Meetings

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

Next Meeting: Tuesday, April 22, 2008- Sugden Welcome Center, Room 108

Meeting Adjourned at: 4:40 pm

**Respectfully submitted,
Jacquie Toth
SAC Secretary**