

***Special Session***  
**STAFF ADVISORY COUNCIL**  
**Date: Friday, November 16, 2007**  
**Location: Academic Building 5, Room 210**

**MEETING MINUTES**

President David Vazquez called the special session to order at 10:05 AM

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	

Dave presented the matter at hand: Should the open ended question and comment box at the end of the electronic Staff Satisfaction Survey be removed? The recommendation of the Staff Satisfaction Survey Sub-Committee , previously emailed to SAC representatives, was heard (***this recommendation can be found on the Marlin Share Drive/SAC /proposals and recommendations***). *Paraphrasing:* It is the conclusion of the sub-committee to maintain the original charge of the survey and remove the open ended question and comment box since they cannot be quantitatively measured against the last survey. It was recommended that comment boxes be erected on campus to allow for anonymous comments to be made without repercussions.

Discussion ensued. Comments were shared as to how we could positively ensure anonymous comments from staff without reprisal and maintain a measureable, quality survey. Motions were presented as follows;

Motion #1: Comment boxes should be installed on campus.  
 (Ruth/Tim) The motion carried unanimously

Motion #2 Should the open ended question and comment box stay on the survey?  
 (Tim/Ruth) This decision was carried out by secret ballot. No= 8 votes and Yes= 4 votes  
 Therefore, the open ended question and comment box will be removed from the survey.

Motion #3 The survey is not to be distributed until accessible comment boxes are installed on campus.  
 (Tami/Chuck) The motion carried unanimously.

Dave formed a new Standing Committee to address the installation of the comment boxes on campus. Lisa Banks was appointed Chair and Tim Shannon will sit on this committee as well. **The meeting adjourned at 12:20 pm**

