

**STAFF ADVISORY COUNCIL**  
**October 23, 2007**  
**Sugden Welcome Center, Room 108**

**MEETING MINUTES**

President David Vazquez called the meeting to order at 3:05 pm

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

**OFFICER REPORTS:**

Dave introduced Dean Michele Yovanovich, Student Affairs. Michele introduced a newly formed team known as BCAT (Behavioral Consult and Assessment Team) which addresses the issue of "students at risk" on campus. She asked that anyone who becomes aware of a student exhibiting extreme, disconcerting or odd behavior refer the name of that student to a team member so they may assess the situation for further action. Team members include; Dr. Rollo, Dr. Jon Brunner, Dr. Pam Schreiber, Chief Moore, Cindy Litowski and Jameson Yingling, SG Vice President. This team meets once per week and will also meet as needed. Michele will make their policy available to us. It was also requested that some literature be provided on

**what types of behavior to look for in a student. Michele gave examples of some behaviors of concern; repeated outbursts, anger, depression, suicide risk factors, eating disorders, drug use and severe changes in body type. She asked that SAC be of assistance in making others aware of this team. SAC also offered to publicize the existence of BCAT in the next newsletter.**

**Dee Bryan, Vice President:** no report

**Jacquie Toth, Secretary:** no report

**Loren Prive, Treasurer:** Foundation account balance is \$1,710.04.

**Jennifer Baker, Events Coordinator:** The SAC holiday party for December will be discussed in detail at our next meeting. We will invite former SAC representatives. A decision of the party's location needs to be made soon. On or off campus? Invitations to approx. 30 people will be sent when details are known.

### **SUB- COMMITTEE REPORTS:**

**Personnel Policies-Dee Bryan:** The discussion of an additional day off for staff has been postponed. It was decided to wait and see the results of the staff satisfaction survey and use these results as a gauge. It was also felt the timing of this request is important and should not be made so soon after the arrival of our new university President.

**Public Relations Group- Tami Tassler:** no report.

**Staff Representation Committee- Chuck Bryan:** no report.

Dave shared that he had a positive 20 minute conversation with Dr. Bradshaw. They exchanged affirmative views on shared governance. Dr. Bradshaw understands that the FGCU staff is an integral part of our campus culture and encourages our voice.

**Employee Recognition Program- Susan Baurer:** a meeting is scheduled this week on Oct. 25.

**Staff Survey-Bob Swank:** The survey distribution will be web-based. The next step is to send the sample survey to SAC for testing. The committee will begin to promote the survey. Some promotional expenses will be incurred and should not exceed \$100. This was approved by the Council.

**Wellness Committee- Jackie McNulty:** Jackie could not be present. However, Susan Baurer introduced information on a Campus Wellness Webinar which should prove to be beneficial in continuing efforts to promote staff wellness. We could include

Felicia Tittle, Director of Campus Recreation to attend. Bob motioned we accept and pay the \$199 webinar fee. The motion was amended to first contact Felicia for her advice on the useful quality of this webinar. Jacquie T. will contact Felicia regarding the matter.

Weight Watchers evening meetings and possible locations are currently being discussed.

Dr. Joe Shepard, Vice President stopped by to reiterate Dr. Bradshaw's views of shared governance, a philosophy that Joe also maintains. He also congratulated SAC on the continued path of blend and balance and feels that we are on course. He stated that staff is the backbone of the university.

### **STANDING COMMITTEE REPORTS:**

**EEO Committee-Susan Baurer:** No Report

**ADA Committee-Tim Shannon + Susan Baurer:** Skateboard issue not handled by ADA. Being handled by Workplace Safety. Their new Chair is Cori Bright.

**Conflict Management- (new as of Oct. 2007)- Jennifer Baker:** meets Nov. 19.

**Parking Advisory- David Vazquez:** Construction of another parking garage is underway and will be completed faster than the first parking garage.

**Parking Appeals –** no report.

**Work Place Safety-Eileen Regelski + Jennifer Baker:** no report

**Bookstore Committee-Jackie McNulty + Ruth Rodrigues:** meets tomorrow 9 am.

**Food Service Committee-Ruth Rodrigues + Loren Prive:** will meet in November. Please complete the food services survey sent via email.

**Environmental Stewardship-Ruth Rodrigues:** No report

**Tenth Anniversary- Dee Bryan:** will be discussed under old business

**LRPIEC – Dave Vazquez:** discussion of assessment plans and budget issues.

**Smoking Location Task Force- (new as of Oct. 2007)-** representative to be determined.

**OLD BUSINESS:**

Community Day: Coverage is still needed. Please wear your tenth anniversary logo shirt with your SAC name tag.

**NEW BUSINESS:**

Copy Machines: Ruth addressed concerns over the new copy machines. The software was tested and the upgrade only aggravated problems. Canon International, Pharos (software) and Ikon became involved to ensure the issues would be resolved. Ruth has confidence in this newest upgrade overall and we should see lessening of service calls. Scanning functionality has moved forward.

**Future Meetings:** The Staff Advisory Council meetings are scheduled every fourth Tuesday.

**Next Meeting:** The next official SAC meeting is January 22, 2008, location to be announced.

**Meeting adjourned at 4:55 PM**

**Respectfully submitted,  
Jacquie Toth,  
SAC Secretary**