

**STAFF ADVISORY COUNCIL**  
**Date: June 24, 2008**  
**Location: Sugden Welcome Center Room 108**

**MEETING MINUTES**

President David Vazquez called the meeting to order at 3:07 PM

<b>Council 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>Jen 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>
	<b>Jen Crabill</b>	<b>X</b>	
	<b>Kathleen Crawford</b>	<b>X</b>	
	<b>Sven Hahues</b>	<b>X</b>	
	<b>Locksley Knibbs</b>	<b>X</b>	
	<b>Lee LeBlanc</b>	<b>X</b>	
	<b>John Wilson</b>	<b>X</b>	

Tim Shannon asked for a motion to approve the minutes of the May 20<sup>th</sup> meeting. Meeting minutes were approved with the following changes:

- Correct balance in the Foundation account to read \$6341.05, and the balance in the E&G account to read \$12.88
- Convocation Standing Committee added with a representative to be appointed

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

**Office Elections took place for 2008-2009. The Results:**

**President:** Ruth Rodrigues

**Vice President:** David Vazquez

**Secretary:** Jen Crabill

**Treasurer:** Loren Prive

**Events Coordinator:** Kathleen Crawford

**OFFICER REPORTS:**

**President:** Exiting President, David Vazquez, reminded SAC that we are all equal at the table, everyone's voice is the same, we all represent an elected position which is a vote of confidence from the staff.

Newly Elected President, Ruth Rodrigues,

**Vice President:** No Report

**Secretary:** No Report

**Treasurer:** Provided a breakdown of FY 07-08 expenditures and account balances:

Foundation Account: \$6,155.47

E&G Account: \$12.88

**Events Coordinator Report:** No Report

**SUB- COMMITTEE REPORTS:**

**Personnel Policies:** Tim Shannon appointed as the Chair. Exiting Chair, Dee Bryan, reiterated the importance of the committee as SAC needs to be made aware of issues and changes in policies that may need direct involvement or approval from SAC. Full list of committee representation can be found on the Fgcu-marlin\share\SAC (Staff Advisory Council)\About SAC\SAC Officers, SAC Sub Committees, Campus Wide standing committee reps.

**Public Relations Group:** Jacquie Toth appointed as the Chair.

**WOW:** Chuck Bryan agreed to continue as the Chair. WOW needs to welcome the New Provost Dr. Toll. Full list of committee representation can be found on the Fgcu-marlin\share\SAC (Staff Advisory Council)\About SAC\SAC Officers, SAC Sub Committees, Campus Wide standing committee reps.

**Staff Survey:** Open

**Staff Representative Committee:** Chuck Bryan agreed to continue as Chair. There was discussion regarding duplication of efforts between this committee and the Strategic Planning and Marketing Task Force. Ruth reiterated the charge of this committee was to contact staff

for volunteers, that this committee has value now since the Taskforce is looking at long term changes. Full list of committee representation can be found on the Fgcu-marlin\share\SAC (Staff Advisory Council)\About SAC\SAC Officers, SAC Sub Committees, Campus Wide standing committee reps.

**Employee Recognition Program:** Susan Baurer agreed to continue as Chair. The Committee has updated rules the rules for the Employee of the Year awards. Full list of committee representation can be found on the Fgcu-marlin\share\SAC (Staff Advisory Council)\About SAC\SAC Officers, SAC Sub Committees, Campus Wide standing committee reps.

**Wellness Committee:** Chuck Bryan agreed to be the Chair. The Presidents Challenge website has issues concerning identifying who is who based on log-in names. Volunteer Paul McCarthy is working to help alleviate those issues. Volunteer Jack Foley would like to bring some running events to campus. Committee will look into advertising some of Campus Recreations current programs. Full list of committee representation can be found on the Fgcu-marlin\share\SAC (Staff Advisory Council)\About SAC\SAC Officers, SAC Sub Committees, Campus Wide standing committee reps.

**Comment Box Committee:** Lisa Banks agreed to continue as Chair. The Committee is still working on finding locations for all of the comment boxes as well as refining policies for dealing with both those comments and the anonymous comments from the Website Comment Box. Full list of committee representation can be found on the Fgcu-marlin\share\SAC (Staff Advisory Council)\About SAC\SAC Officers, SAC Sub Committees, Campus Wide standing committee reps.

- Lisa brought forth a comment from the Website pertaining to the perceptions of SAC. This comment was forwarded to the Strategic Planning and Marketing Taskforce.

**Strategic Planning & Marketing Taskforce:** Bob Swank has agreed to continue as Chair as a volunteer. Jen Crabill has agreed to be the Co-Chair. The Committee as asked to poll their respective areas to find out what Staff's perceptions of SAC are. Prevalent ideas from the first meeting are that SAC should look into changing the location and time of SAC meetings to allow more attendance by staff members. It was suggested that SAC members invite staff to the meetings. Full list of committee representation can be found on the Fgcu-marlin\share\SAC (Staff Advisory Council)\About SAC\SAC Officers, SAC Sub Committees, Campus Wide standing committee reps.

**SAC Election Committee:** Lisa Banks agreed to be Chair. The Committee will look into recruiting efforts for future SAC members. Historical Data and files from past elections are available on the Share Drive. Full list of committee representation can be found on the Fgcu-marlin\share\SAC (Staff Advisory Council)\About SAC\SAC Officers, SAC Sub Committees, Campus Wide standing committee reps.

## **STANDING COMMITTEE REPORTS:**

**ADA Committee:** Tim Shannon agreed to continue as SAC representative. No Report.

**Bookstore Committee:** Sven Hahues agreed to represent SAC. No Report.

**Conflict Management:** Jacquie Toth agreed to continue as SAC representative. The Committee is drafting a proposal for Campus Civility. Faculty Members are willing to conduct Pro Bono training and development sessions on Campus for staff.

**EEO Committee:** Susan Baurer agreed to continue as SAC representative. No Report.

**Food Service Committee:** Loren Prive & Kathleen Crawford have agreed to represent SAC. No Report.

**LRPIEC:** David Vazquez & Jen Crabill have agreed to represent SAC. The Committee discussed the principles of Budget. They feel the following components are most important:

- Protection of Human Capital
- Student Success
- Infrastructure

**Parking Advisory:** David Vazquez agreed to continue as SAC representative. The Advisory Committee is researching how the Faculty/Staff Lots work. It was suggested that the Committee look into parking signs or color coding lots to make it easier for everyone to know which lot is which. David will ask Chief Moore to come and address SAC about the issues with Police Visibility on campus.

**Parking Appeals:** Jim Lee agreed to continue as SAC representative, and is also the Chair. The Committee is taking a strong stand on parking in reserved or disabled spaces as well as parking in Right of Way. The Committee meets twice a month.

**Work Place Safety:** Per Eileen Regelski this Committee has been disbanded.

**Environmental Sustainability Advisory Council:** Ruth Rodrigues and Chuck Bryan have agreed to continue as SAC representatives. FGCU is working towards becoming a Bicycle Friendly Business. Reusable Mugs with FGCU logs will be moving to QEP for the fall.

**Family Resource Board of Directors:** Kathleen Crawford agreed to represent SAC. The FRC is looking into using volunteers during off peak staff times to ensure proper student to teacher ratios in each classroom. There are some budget issues and the FRC is looking to the BOT to increase tuition, market rate studies have been done, there are some other funding sources like evening care and Saturday enrichment, as well as Volunteer Pre-K space constraints to consider. A possible future agenda item would be a subsidy for Employees whom have children enrolled at FRC.

**Freshman Convocation:** Locksley Knibbs agreed to represent SAC. No Report.

**OLD BUSINESS:** None

**NEW BUSINESS:**

Staff Question: Yoga Class facilitation (submitted by Rosemary Meza) – The Wellness Committee will follow up with Rosemary to see what the issues are. Campus Recreation has a wide variety of Yoga Classes on Campus.

**Future Meetings**

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

**Next Meeting:**

3-4:30 PM

Tuesday July 22<sup>nd</sup> 2008

Sugden Welcome Center Room 108

**Meeting Adjourned at:** 5:05 PM

**Respectfully submitted,  
Jen Crabill  
SAC Secretary**