



## **Staff Advisory Council**

Friday, July 20, 2018 12:30pm-2pm

SRHM 111

### **AGENDA**

- 1. Finest of the Flock**
- 2. Call to Order**
- 3. Approval of Minutes from June 22, 2018.**
- 4. Officer Reports**
  - a. President
    - i. Budget meeting with President Martin 7/10/2018
    - ii. Meeting with President Martin & Dr. Rollo 7/11/2018
    - iii. Update on advisors changing from faculty to staff
    - iv. SG Senate meetings schedule
  - b. Vice President
  - c. Secretary
    - i. If can't make a meeting, please let me know
    - ii. Reminder to submit meeting minutes
  - d. Treasurer
- 5. Public Comment**
- 6. SAC Liaison Reports**
  - a. SAC Liaison: Dr. J. Michael Rollo
  - b. Faculty Senate Liaison: Dr. Michael McDonald
  - c. Student Government Liaison: Jason R. Orellana
- 7. Old Business**
- 8. New Business**
  - a. Lab Manager Salaries

## 9. SAC Standing Committee Reports

### a. **Special Events;** Chair Amanda Ellsworth, Mary Larkin

- i. The committee is planning to add events for staff to attend by hosting four “Mix and Mingles” to be held at different locations around the campus.
- ii. Members of the committee met to review and discuss the events for 2018-19. We have increased some of the line items and have also added a couple of events and items to the budget. The committee would like to expand the staff “Mix & Mingle” events to four and move them to different locations on campus to reach out to more staff. We have requested money for supplies to help equip our presentations and make the events inviting and festive. We would like to develop a marketing piece to distribute to staff members with a list of events and activities to help boost attendance. The committee would also like to invest in some type of promotional item to hand out to staff at the various events to help promote SAC and our purpose on campus. (we would be happy to share this expense) It is our hope to acquire donations from area businesses to help offset the cost of food for the events but would still purchase beverages from Chartwells. We have increased the budget for the HR event and the SAC Assembly to ensure that we have enough refreshments.

Other discussion point:

- iii. Official donation letter already developed by SAC?
- iv. Add an anonymous comment, food/scholarship donation box during events?
- v. 50/50 Raffle for scholarship?
- vi. What type of fundraising has been previously conducted?

### b. **Elections;** Chair, Janice Nevarez, Linda Amos

- i. Linda Amos submitted the Elections Committee budget to Lindsay Singh on 7/5/2018.

### c. **Employee Recognition;** Chair, Amy Vitiello, Katie Leone

- i. Budget request submitted to Lindsay
- ii. E-Mailed Tara for additional swag (mugs & SoVi vouchers)
- iii. E-Mail for Fall PDPs sent to Chelsea; sent to staff on 7/5/18
- iv. Committee to meet next on August 29 at 10a.m. in SH 402, then in November (TBD). Committee will reassess meeting schedule in January as things ramp up for Spring.

### d. **Policies Committee;** Chair, Miki Domjan

## 10. University Committee Reports

### a. **Environmental Sustainability;** Represented by Christal Niemeyer, Tracie Beck

### b. **Information Resources;** Represented by Gino Maxi, Linda Amos

- c. **ADA Advisory;** Represented by Janice Nevarez, Jason Ingraio
- d. **Campus Communicators;** Represented by Andi Clemons, Katie Leone
- e. **Food Service Advisory;** Represented by Katie Leone, Charlotte Bingham
- f. **Grant in Aid;** Represented by Charlotte Bingham, Cara Ryan
- a. **Intercollegiate Athletic;** Represented by Ysatiz Pinero
- b. **Parking Advisory;** Represented by Roseanne Stabile, Miki Domjan
- c. **Parking Citations;** Represented by Deb Harper
- d. **Faculty Senate;** Represented by Linda Amos, Missy Berkley
- e. **Faculty Senate Institutional Affairs;** Represented by Linda Amos, Tracie Beck
- f. **Title IX;** Represented by Ashton Hartley, Patty Krupp
- g. **Diversity and Inclusion;** Represented by TBA
- h. **Sick Leave Pool;** Represented by Christal Niemeyer
  - i. No recent request have been made to the Sick Leave Pool since April 2018
- i. **Eagle Family Weekend;** Represented by Mary Larkin, Christal Niemeyer

## **11. Adjournment**

**Next Meeting:** Friday, September 28, 2018, 12:30pm in CC 213