

Staff Advisory Council

Regular Meeting Minutes

Date: 8/24/2018

Location: CC 213

Time: 12:30PM-2 PM

Call to Order – President M. Berkley

Time: 12:35 pm

Record Attendance: 18 of 24

Secretary: C. Cicero

<u>Council Members:</u>	<u>Present</u>	<u>Excused</u>	<u>Absent</u>
President Berkley	X		
Vice-President Maxi	X		
Secretary Cicero	X		
Treasurer Singh	X		
Linda Amos		X	
Brian Bakalar		X	
Tracie Beck	X		
Charlotte Bingham		X	
Andi Clemons	X		
Miki Domjan	X		
Amanda Ellsworth	X		
Debra Harper	X		
Ashton Hartley	X		
Jason Ingrao	X		
Mary Larkin	X		
Katie Leone	X		
Janice Nevarez	X		
Christal Niemeyer	X		
Ysatiz Pinero	X		
Robert Rojas	X		
Cara Ryan		X	
Roseanne Stabile		X	
Kirsten Thompson		X	
Amy Vitiello	X		

Liaison: Dr. Michael Rollo, absent

Faculty Senate Liaison: Dr. Michael McDonald

Student Government Liaison: Jason R. Orellana

Invited Speakers: None

Attachments:

One (1) page SAC roll call voting record for 8/24/2018

Presentation Materials

Agenda Item	Responsible	Discussion	Action/Vote	Follow-up
Finest of the Flock		Jaclyn Chastain		
Approval of Minutes	President (Prez.), M. Berkley	<p>T. Beck: Motion to approve minutes from June. Y. Pinero second</p> <p>Chair opened discussion. Chair closed discussion.</p>	<p>Motion to approve minutes.</p> <p>Minutes approved.</p> <p>(See attached voting record for roll call votes)</p>	<p>Final version of minutes will be posted to SAC site.</p>
Officer Reports	President (Prez.), M. Berkley	<ul style="list-style-type: none"> • Met with Dr. Rollo – reviewed CAS lab manager issue, Dr. Rollo spoke with Dean Gregerson about this but believe that this will be addressed with reclassification. <ul style="list-style-type: none"> ○ A. Clemons – HR has started meeting with people/departments. Instructing supervisors on how to complete change forms. • Hoping everyone heard from presidential appointed committees <ul style="list-style-type: none"> ○ Intercollegiate Athletic – Ysatiz, Brian ○ Parking citations – Deb. Ashton ○ Diversity & Inclusion –Ysatiz, Andi is back up • Eagle Family Weekend – Thoughts and opinions. Is faculty participating? Why would we pay for an open event? Not an open event, families pay for it. Could we just offer the amount we can budget? Ex - \$200 or \$250. <ul style="list-style-type: none"> ○ M. Berkley – If we give them lower amount they will do the math and figure out how many people that will cover for food. ○ J. Ingrao – how will they market this? ○ A. Clemons – if they have online tickets maybe we can help market? Consensus – Have EFW present at next meeting • One SAC member approached officers about manager not being supportive of attending meetings. If anyone else is 	<ul style="list-style-type: none"> • Eagle Family Weekend: <ul style="list-style-type: none"> ○ K. Leone – Motion to not give any money until Eagle Family Weekend presents at the next meeting ○ Y. Pinero, M. Domjan seconded 	<p>M. Berkley inviting Eagle Family Weekend representative to next meeting to present on benefits of partnering with SAC</p>

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		<p>experiencing this, please let us know, it will stay anonymous but needs to be addressed if happening.</p> <ul style="list-style-type: none"> • Rcvd email from someone after advisor email went out asking about the career ladder for staff members. 		
	Vice President (VP), G. Maxi	<ul style="list-style-type: none"> • Professional Development – What is process? <ul style="list-style-type: none"> ○ K. Leone – deadline for fall semester is August 1st and Spring and Summer is October 1st, sent out call, meeting next week to review applications. ○ A. Vitiello – We are rolling accepting application ○ Y. Pinerio – Director would need to send letter of support. Information and forms is on SAC website 		
	Secretary (Sec’y) C. Cicero	<ul style="list-style-type: none"> • Reminder to submit meeting minutes 		
	Treasurer (Treas) L. Singh	<ul style="list-style-type: none"> • Foundation Account - \$7,818.36 • Concession Account - \$14,304.00 		
Public Comment		<p><u>Morgan Payne</u> President UFF, Welcome to new year, /issue with classification of academic advisors. President Martin sent message saying they are now AP staff. Still working on this from the Union perspective. State level is still interested in staying in Union, local chapter is trying to do what is best for University. Duty to represent as UFF since they have been paying dues, obligation to keep them within collective bargaining that protects their status in a positive way.</p> <p><u>Katie Leone</u> Rumor that when the new gym facility opens staff will have to pay to attend gym. SG – committee is being formed so nothing has not be decided</p>		
SAC Liaison Reports	Dr. Michael Rollo	<ul style="list-style-type: none"> • Absent 		
	Dr. Michael McDonald (Faculty Senate)	<ul style="list-style-type: none"> • Welcome back everyone. Just met today, did not cover new business, 15 new senators, reviewed senate and orientated new senators. Will be happy to answer any 		

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		<p>questions or bring anything back to senators</p>		
	<p>Jason R. Orellana (Student Government)</p>	<ul style="list-style-type: none"> • Finalized 24/4 program for Library Monday-Friday 8pm. • Campus Rec advisor committee chair 		
<p>Old Business</p>		<ul style="list-style-type: none"> • Budget Approval • Moved Kona Ice EFW line item to Miscellaneous SAC Expenses • K.Leone – motion to approve the budget as presented • A. Vitiello seconded • No discussion • Everyone approved 		
<p>New Business</p>				
<p>SAC Standing Committee Reports</p>	<p>Chair: A. Ellsworth, M. Larkin</p>	<ul style="list-style-type: none"> • Food drive on September 18th – Faculty, Staff, and Students, “Peanut Butter and Jelly and all that fills your belly” Committee wants to have 2 people at boat, 8am-1pm. Will send out a notice to come out and help out. Wanting to fill out pantry in September. 		
	<p>Chair: J. Nevarez, L. Amos</p>	<p>Elections – 2018-2019</p> <ul style="list-style-type: none"> • Planning to schedule first meeting in September <ul style="list-style-type: none"> ○ M. Berkley – emailed Bev to add Assembly to his calendar 		
	<p>Chair: A. Vitiello, K. Leone</p>	<p>Employee Recognition – 2018-2019</p> <ul style="list-style-type: none"> • Will have more updates when we meet next week. • Will review PDP applications. 		
	<p>Chair: M. Domjan</p>	<ul style="list-style-type: none"> • Met twice and reviewed policies • Flex time policy - have made some changes mostly grammar and spelling submitted changes and looks like they have been accepted. • Faculty admin. Credentials looked good but some of the wording needs to be consistent. <ul style="list-style-type: none"> ○ M. Berkley – rcvd response and Todd agreed. • A. Clemons – had question about regulations. We have a chance to review policies but not regulations. <ul style="list-style-type: none"> ○ M. McDonald – Faculty Senate receives the same. 		

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		<ul style="list-style-type: none"> ○ A. Clemons – most recent one that came out, receive 90 severance and concern about benefits portion. Made me think, should we have the time to review regulations? ○ M. McDonald – Vee has asked to meet with Faculty Senate and explain her role, you could ask her to do the same and ask this question. ○ M. Berkley – I can ask her to attend and let her know if we have any questions. ○ C. Neimeyer – But in the meantime, will they implement this without feedback? ○ M. Berkley – was that sent out to everyone and asked for feedback? ○ A. Clemons – Not sure if this was sent out to everyone. Should we have the ability to provide feedback or should this be something that is reserved for administration? ○ M. Berkley – will ask General Counsel to attend and get more information. ○ M. McDonald – I am going to send in the same questions and know that both require BOT approval. 		
University Committee Reports		<p>Environmental Sustainability Committee (ESC) – Represented by C. Niemeyer; Back-up: T. Beck</p> <ul style="list-style-type: none"> • Meeting next week <p>Information Resources Committee (IRC) – Represented by G. Maxi; Back-up: L. Amos</p> <ul style="list-style-type: none"> • No Report 		
University Committee Reports		<p>ADA –Represented by J. Nevarez; Back-up: J. Ingrao</p> <ul style="list-style-type: none"> • No report, just sent out dates <p>Campus Communicators – Represented by A. Clemons; Back-up: K. Leone</p> <ul style="list-style-type: none"> • No report, have not heard anything from anyone 		

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		<ul style="list-style-type: none"> • M. Berkley – I will follow up <p>Food Service Advisory Committee – Represented by K. Leone; Back-up: C. Bingham</p> <ul style="list-style-type: none"> • No report, have not met <p>Grant-In-Aid –Represented by C. Bingham; Back-up: C. Ryan</p> <ul style="list-style-type: none"> • No report <p>Intercollegiate Athletics Committee (IAC) –</p> <ul style="list-style-type: none"> • Have not met <p>Parking Advisory –Represented by R. Stabile; Back-up: M. Domjan</p> <ul style="list-style-type: none"> • No report, have not met <p>Parking Citations Appeals Board –</p> <ul style="list-style-type: none"> • Met last week to take care of Summer and will meet next week to take care of first week of school <p>Faculty Senate –Represented by L. Amos; Back-up: M. Berkley</p> <ul style="list-style-type: none"> • No report <p>Faculty Senate Institutional Affairs – Represented by L. Amos; Back-up: T. Beck</p> <ul style="list-style-type: none"> • No report <p>Title IX – Represented by A. Hartley; Back up Patty Krupp</p> <ul style="list-style-type: none"> • Met on the 22nd <ul style="list-style-type: none"> Enrollment (Fall 2016) <ul style="list-style-type: none"> a. 8389 Female (57%) b. 6432 male (43%) Athletics <ul style="list-style-type: none"> a. 15 sports (9 female, 6 male) b. 151 female (56%) c. 114 male (42%) Employment <ul style="list-style-type: none"> a. 461 non-tenure earning faculty <ul style="list-style-type: none"> a. 4 tenured (3 male, 1 female) b. 210 female (46%), 251 male (57%) b. 1371 total employees <ul style="list-style-type: none"> a. 791 female (57%), 580 male (43%) c. 298 minorities (non-white) 		

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		<p style="text-align: center;">Affirmative Action Plan</p> <ul style="list-style-type: none"> a. Goals Achieved <ul style="list-style-type: none"> i. Female Associate Professors ii. Minorities Skilled Crafts b. Goals Not Achieved <ul style="list-style-type: none"> i. Female Assistant Professors ii. Female Professors iii. Veterans <ul style="list-style-type: none"> • Next meeting is October 24th <ul style="list-style-type: none"> ○ K. Leone – Do they look at pay equity in Male vs. Female or minority vs. non-minority? ○ A. Hartley – did not come out in this meeting so I cannot confirm or deny ○ M. McDonald – How do the numbers compare to other universities? ○ A. Hartley – I can ask and get that info out to everyone <p>Diversity and Inclusion Committee – Represented by Y. Pinero; Back up A. Clemons</p> <ul style="list-style-type: none"> • Next meeting is September 12th <p>Sick Leave Pool Committee – Represented by C. Neimeyer</p> <ul style="list-style-type: none"> • Have not met <p>Eagle Family Weekend Committee– Represented by M. Larkin; Back-up: C. Niemeyer</p> <ul style="list-style-type: none"> • Next meeting is August 30th 		
		<p>Y. Pinero - Alumni Association – August 31st is college colors day. 10am school photo, if you go to University Village shaved ice bar and wearing blue and green to receive 20% discount. Free food, music, on Library Lawn</p> <p>A. Clemons – listened to feedback received from campus and that we discussed in first SAC Meeting, created academic affairs newsletter and receiving great feedback maybe</p>		

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		<p data-bbox="532 205 959 275">University Marketing would want to pick it up.</p> <p data-bbox="488 296 971 365">L. Amos – does this for CAS and it really works well, one email and all inclusive.</p>		

1. **Next Meeting:** Friday, September 28, 2018, 12:30pm.-2:00p.m., in CC 213

President adjourned the meeting at 1:42pm

Minutes approved September 28, 2018