

Staff Advisory Council

Regular Meeting Minutes

Date: 8/30/19

Location: CC 213

Time: 12:30PM-2 PM

Call to Order – Secretary C. Ryan (stand in for Pres. M. Berkley)

Time: 12:34_PM

Record Attendance: 16 of 21

Secretary: Y. Pinero (stand in for C. Ryan)

<u>Council Members:</u>	<u>Present</u>	<u>Excused</u>	<u>Absent</u>
President Missy Berkley		X	
Vice-President Andie Clemons		X	
Secretary Cara Ryan	X		
Treasurer Jennifer Fulwider		X	
Brian Bakalar	X		
Tracie Beck	X		
Alison Bryant	X		
Miki Domjan		X	
Jessica Evers	X		
Carolyn Greene			X
Myles Kittleson	X		
Mary Larkin	X		
Holly Mathews	X		
Gino Maxi	X		
Janice Nevarez	X		
Christal Niemeyer	X		
Ysatiz Pinero	X		
Lauren Pugh	X		
Lindsay Singh	X		
Amy Vitiello	X		
Georgia Willis	X		

Liaison: Dr. J. Michael Rollo

Faculty Senate Liaison: Dr. Jamie MacDonald

Student Government Liaison: Michael Whittaker

Invited Speakers: N/A

Attachments:

Agenda Item	Responsible	Discussion	Action/Vote	Follow-up
Finest of the Flock	Ysatiz Pinero	No nominations this month		

Agenda Item	Responsible	Discussion	Action/Vote	Follow-up
Approval of Minutes	Secretary C. Ryan	<ul style="list-style-type: none"> Y. Pinero: Motion to approve minutes from June M. Larkin seconded M. Larkin motion to approve minutes from July M. Kittleson seconded 	<p>Motion to approve minutes.</p> <p>Minutes approved.</p> <p>(See attached voting record for roll call votes)</p>	Final version of minutes will be emailed.
Officer Reports	President (Prez.), Missy Berkley	<ul style="list-style-type: none"> Nothing to report, absent 		
	Vice President (VP), Andi Clemons	<ul style="list-style-type: none"> Nothing to report, absent. 		
	Secretary (Sec'y) Cara Ryan	<ul style="list-style-type: none"> Nothing to report. 		
	Treasurer (Treas) Jennifer Fulwider	<ul style="list-style-type: none"> General fund: \$6,661.04 SAC Scholarship fund: \$1,744.77 		
Public Comment		<ul style="list-style-type: none"> No public comment 		
SAC Liaison Reports	Dr. J. Michael Rollo (SAC Liaison)	<ul style="list-style-type: none"> This afternoon the University will be releasing an announcement regarding Hurricane Dorian closure. Discrimination will be approved September 10, 2019. 		
	Dr. Jamie MacDonald (Faculty Senate)	<ul style="list-style-type: none"> Deadlines for faculty excellence awards are now fall. Hurricane updates will be disseminated by email, website banner and texts. The website is updated and there is now an administrative assistant, Kayle Santiago. 		
	Michael Whittaker (Student Government)	<ul style="list-style-type: none"> Nothing to report 		
Old Business		<ul style="list-style-type: none"> Y. Pinero: Motion to approve Stephanie Toms to fill vacant seat for one year at-large division M. Larkin seconded A. Vitiello: Motion to approve Paige Messer to fill vacant seat for one year at-large division C. Niemeyer seconded G. Willis: Motioned to approve Rebecca Crumb to fill vacant seat for 2 year SS&EM division J. Navarez seconded 	<p>Motion to approve SAC Officer's nominees for vacancies.</p> <p>All nominations approved.</p> <p>Voting record: 16 Approve 0 -Deny 0-Abstain</p>	
New Business		<ul style="list-style-type: none"> Mutual respect policy on agenda will be discussed at next meeting. 		

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SAC Standing Committee Reports				
	Chair: Tracie Beck	Elections: <ul style="list-style-type: none"> • Nothing to Report 		
	Chair: Ysatis Pinero	Employee Recognition: <ul style="list-style-type: none"> • Email sent to committee members to schedule a meeting 		
	Chair: Miki Domjan	Policies <ul style="list-style-type: none"> • Met 7/24/2019 • Members Present: Miki Domjan, Alison Bryant, Jen Fulwider, Delvin Jones, Helen Pferdehirt, Georgia Willis, Aisha Lewis, Maya Mirzoeva, Myles Kittleson • Policy review: FGCU-PR1.003 and FGCU Policy 3.3037 • Committee recommendations: • PR1.003- <ul style="list-style-type: none"> ○ Grammatical and wording suggestions ○ Vocabulary questions regarding certain specifications • 3.3037 <ul style="list-style-type: none"> ○ Grammatical errors and wording changes ○ Clarification of meanings within policy statement 		
	Co-Chairs: Lindsay Singh and Christal Niemeyer	SAC Professional Development Program: <ul style="list-style-type: none"> • Met August 1, 2019 • Suggested updates to PDP official rules document: award amount, application deadlines, review period, application materials, applicant questions, evaluation matrix, survey, etc. • Met August 15, 2019 • Finalized the PDP official rules. • Set information session dates before 1st PDP deadline: <ul style="list-style-type: none"> • August 29th @ 1pm in Edwards Hall 309 • September 4 @ 9am in Holmes Hall 406 • If hurricane closure affects September 4th meeting, there will be another one held • Employees need to be employed by FGCU for one year to be eligible for PDP. 		
	Chair: Mary Larkin	Special Events: <ul style="list-style-type: none"> • Food Drive-PB & J theme- They want us to promote breakfast food donations such as protein bars as well as canned food/PB&J. Event will be held on 9/24/19 in the student plaza. Volunteers are needed. 		

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		<ul style="list-style-type: none"> • Ice Cream Meet and Greet- 8/14/19 was successful and more will be coming up in the future. • Meet and Greet schedule- (Maybe every other month) <ul style="list-style-type: none"> ○ October Fall themed event (members assigned TBA) ○ Possible Event at North Lake’s new pub in December (maybe before a basketball game) ○ Possible event at arts center in spring (faculty arts show) ○ Brian speaking to CAPS about event in the new building once opened ○ Other options: pool at South Village, Lutgert Hall, Sugden Hall ○ Ability to add event in November if needed • Carolyn is still setting up the mail box • Mary inquiring to SAC about keeping the \$1000 for the luncheon in the general SAC budget • Soar into Spring Speaker <ul style="list-style-type: none"> ○ Mary and any other members looking into options ○ Lana speaking to Dr. Blakely about speaker options and opportunity for monetary collaboration • SAC Scholarship has increased and an email will be sent. 		
University Committee Reports		<p>ADA –Represented by Jen Fulwider; Back-up: Amy Vitiello</p> <ul style="list-style-type: none"> • Have not met, nothing to report. <p>Campus Communicators – –Represented by Andi Clemons; Back-up: Mary Larkin</p> <ul style="list-style-type: none"> • Absent, nothing to report. <p>Faculty Senate –Represented by Georgia Willis; Back-up: Amy Vitiello</p> <ul style="list-style-type: none"> • First meeting was held this morning. There was not much discussed as it was more logistical in nature and the next meeting will be focused on future Academic Calendars. <p>Food Service Advisory Committee –Represented by: Tracie Beck; Back-up: Holly Matthews</p>		

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		<ul style="list-style-type: none"> • Nothing to report <p>Grant-In-Aid –Represented by Carolyn Greene; Back-up: Ysatiz Pinero</p> <ul style="list-style-type: none"> • Nothing to report. No meeting held. <p>Institutional Affairs—Represented by: T.Beck; Back Up: A.Clemons</p> <ul style="list-style-type: none"> • Meeting will be held on Friday, September 06, 2019 <p>Parking Advisory –Represented by Miki Domjan; Back-up: Christal Niemeyer</p> <ul style="list-style-type: none"> • Nothing to report. <p>Sustainability and Resiliency Council – Represented by J. Evers; Back-up: J. Nevarez</p> <ul style="list-style-type: none"> • Nothing to report. No meeting held. 		
University Special Committees		<p>ACE iLab–Represented by Andi Clemons Absent, nothing to report</p>		
Presidential Appointed Committees		<p>Diversity and Inclusion Committee –Represented by Ysatiz Pinero; Andi Clemons</p> <ul style="list-style-type: none"> • Mentoring program is in place. It is growing and you can reach out to the Title IX office if you would like to join as a mentor or mentee. You can join at any time during the year as the program is rolling. • Diversity and Inclusion program is starting for the 2019/2020 Academic Year. There will be many courses offered throughout the year. Reviewed the 2018/2019 snapshot: <ul style="list-style-type: none"> ○ 117 Programs were affiliated with the program. ○ 1780 individuals attended at least 1 event. ○ 214 new graduates and 167 renewals. <p>Intercollegiate Athletics Committee (IAC) – Represented by Brian Bakalar;; Ysatiz Pinero</p> <ul style="list-style-type: none"> • Meeting scheduled for September 23, 2019 <p>Parking Citations Appeals Board –Represented by Ashton Hartley; Carolyn Greene</p> <ul style="list-style-type: none"> • Nothing to report. No meeting held. <p>Sick Leave Pool Committee –Represented by Mary Larkin & Miki Domjan; Ashton Hartley</p> <ul style="list-style-type: none"> • Nothing to report. No meeting held. <p>Title IX –Represented by Myles Kittleson; Alison Bryant</p> <ul style="list-style-type: none"> • Met August 29, 2019. 		

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		<ul style="list-style-type: none"> • New employees are required to complete sexual harassment training within 90 days of employment. • Reviewed Title IX snapshot: 266 complaints were made, 95 involved faculty, staff or OPS. • They are seeking advocates / support people for complainants and respondents. Advisors are needed for both sides to serve as a guide. • There are three subcommittees- student outreach, time survey, climate survey. • Next meeting to be held October 23, 2019 on a bi-monthly basis. 		
Campus Updates	All Reps when applicable	<ul style="list-style-type: none"> • Tentative CAPS move date: October 16, 2019. There was a delay in construction due to worker injury however construction is underway again and worker was reported to suffer injuries but is okay as per Dr. MacDonald. 	N/A	

1. **Next Meeting:** Friday, September 27, 2019, 12:30pm.-2:00p.m., in CC 213.

President adjourned the meeting at 1:10 pm.

Minutes approved _____ *(date)*