

**Staff Advisory Council**

**Regular Meeting Minutes**

**Date: 1/10/20**

**Location: CC 213**

**Time: 12:30PM-2 PM**

Call to Order: Pres. Berkley

Time: 12:32 pm

Record Attendance: 19 out of 24

Secretary: C.Ryan

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

*X: Attended/ Approve Motion*

*--: Absent*

*O: Deny Motion*

*A: Abstain*

**Liaison:** Dr. J. Michael Rollo

**Faculty Senate Liaison:** Dr. Jamie MacDonald

**Student Government Liaison:** Jessica Harry

**Invited Speakers:**

**Attachments:** University Recreation and Wellness Center – Membership Pricing Proposal

<b>Agenda Item</b>	<b>Responsible</b>	<b>Discussion</b>	<b>Action/Vote</b>	<b>Follow-up</b>
Finest of the Flock	Cara Ryan & Jessica Evers	<ul style="list-style-type: none"> <li>• Michael Rechkemmer of Marketing</li> <li>• Maxine Faatz of Marieb College Advising</li> </ul>		
Approval of Minutes	Secretary Cara Ryan/Jen Fulwider	<p><b>1. Approval of December 13, 2020 Minutes</b></p> <ul style="list-style-type: none"> <li>• Motion to approve: Tracie Beck</li> <li>• Second: Paige Messer</li> <li>• Any discussion: update attendance to show P. Messer and T. Beck were present</li> <li>• Approve: 19</li> <li>• Dissent: 0</li> <li>• Abstain:0</li> </ul>	<p>Motion to approve minutes.</p> <p>Minutes approved.</p>	Final version of minutes will be posted on webpage.
Officer Reports	President (Prez.), Missy Berkley	<ul style="list-style-type: none"> <li>• Go over things the president said in the meeting.</li> </ul>		
	Vice President (VP), Andi Clemons	<ul style="list-style-type: none"> <li>• Dr. Codovo came and the mental health awareness program. They talked about the cognito training which must be completed by the</li> <li>• Must complete the training by 1/31</li> <li>• Email was sent on 11/25- from Tammy, looked like a BCAT email</li> </ul>		
	Secretary (Sec'y) Cara Ryan	<ul style="list-style-type: none"> <li>• Committee reports timely submission</li> </ul>		
	Treasurer (Treas) Jennifer Fulwider	<ul style="list-style-type: none"> <li>• None</li> </ul>		
Public Comment		<ul style="list-style-type: none"> <li>• None</li> </ul>		
SAC Liaison Reports	Dr. J. Michael Rollo (SAC Liaison)	<ul style="list-style-type: none"> <li>• 2 new trustees replacing Christian</li> <li>• Jace and Ron from Naples, history in education and video production</li> <li>• Ed Norton, on BOG- used to be a trustee</li> <li>• Adding new voices to the Board of Trustees</li> <li>• Currently there are 80 applicants for provost search, about 20 competitive.</li> <li>• February 14<sup>th</sup> the selection of who will be invited to do a video report.</li> <li>• May be hearing from Ruth Rodriguez, trying to do a major review of emergency planning and training may be some discussion</li> <li>• Campus Rec is open January 21, 2020 and is free to staff until March 1, 2020 so you can try it out and see if you would like to join.</li> <li>• There are no internal candidates for provost, but there are people who are known. Dean of college of education UNF.</li> <li>• There is the anticipation that there will be a group of late applicants closer to the close date.</li> </ul>		
	Dr. Jamie MacDonald (Faculty Senate)	<ul style="list-style-type: none"> <li>• J. MacDonald stated there was a lot talked about at Faculty Senate this morning</li> <li>• Next Board Of Trustees meeting is January 14 8:30-noon.</li> </ul>		

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		<ul style="list-style-type: none"> <li>• Large amount of things on the agenda, too late to comment but be aware things may be changing.</li> <li>• Trustee changes are happening, not all replacements have been assigned.</li> <li>• On January 14, 2020 collective bargaining agreement will be ratified- he anticipates it will be approved.</li> <li>• Blake Gable is currently serving as Chair and Steven Smith is serving as Vice Chair of Board of Trustees.</li> <li>• Master planning process- 2 faculty members on the team. Should be completed by September 15, 2020. Look for more information coming out.</li> <li>• Student body president is coming January 24, 2020</li> <li>• Forum happening January 31, 2020- Rebalancing resources- Academic Affairs initiated conversation about reallocating resources and faculty lines. President feels like it's now a good time to evaluate. There is not an intention to fire anyone but rather to reallocate funds as people leave or retire.</li> <li>• There will be a series of meetings regarding attrition or increase of programs. It is not assumed that it will affect staff.</li> <li>• In November the union filed if the RHM restructure was an arbitration eligible case regarding the nonrenewal notice. They were told yes and therefore will be proceeding.</li> <li>• Campus rec was discussed- there will be a group formed to address issues, it's a hot topic.</li> <li>• J. Fulwider- for colleges that are shrinking it is nerve-wracking.</li> <li>• J. MacDonald- it is not a quick process is what he was told. Unforeseen consequences years and years down the road.</li> <li>• Dr. Rollo- staff are more protected because they are interchangeable unlike faculty within their specialties.</li> </ul>		
	<p>Joshua Ballin and Jacob Goldman (Student Government)</p>	<ul style="list-style-type: none"> <li>• Student body president- J. Ballin was in attendance to see what SAC does and introduce the new SGA Chief of Staff- Jacob Goldman</li> <li>• New Chief of Staff- Jacob introduced himself and said he will be taking over for former SGA representative Jessica Harry as she has taken a competitive internship and needed to step down from the position. He will be serving in the role through April 2020.</li> </ul>		

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		<ul style="list-style-type: none"> <li>• J. Ballin provided updates for fall:               <ul style="list-style-type: none"> <li>○ Met with provost to help fund and host faculty student mixers which went well and SGA is hoping they will continue.</li> <li>○ Successful faculty student basketball game was held- faculty won.</li> <li>○ Improved campus wifi by rolling out- Eduroam, private network for faculty staff <a href="http://fgcu.edu/wifi">fgcu.edu/wifi</a>. Once registered, user has their own hotspot. Devices must be registered- instructions in attachments.</li> <li>○ Eagle shot- initiative that is being instituted across local bars and restaurants in which they change name of drinks.</li> <li>○ Reports from off campus regarding dwi or dui are down though it is uncertain the correlation.</li> <li>○ Hosted taste of the village at UV, showcase and promote the restaurants and businesses.</li> <li>○ Started Eagle Footprint- purchase flags, pennants, distributing them to local restaurants and businesses to give it more of a college town feel.</li> <li>○ Plastic audit will be done. SGA wants to try to reduce consumption and waste</li> <li>○ Opened Azul's brewhouse.</li> <li>○ Increased the loop bus/shuttle to address the parking inconvenience, not problem on campus.</li> <li>○ Rebranded and refocused initiatives to really make sure everything is student focused.</li> <li>○ Discussing changing the name of Cohen Center to Cohen Student Center</li> </ul> </li> <li>• J. Goldman- introduced a portal in canvas for CAPS resources</li> <li>• Brought hammocks to campus to address need for outside spaces. Working on signage on hammocks.</li> <li>• J. Ballin has been meeting with Tom Mayo to update the signage for all entrances including UV and FGCU South so it is clear when people enter campus.</li> <li>• J. Ballin- Thanked SAC on behalf of students for all that is done. Stated that students are very appreciative and encouraged staff to keep up the great work and that students love and appreciate it.</li> </ul>		

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Old Business		<ul style="list-style-type: none"> <li>• President Martin’s visit:</li> <li>• VP Clemons stated that the three areas that were focused on were Job Reclassification and Compensation, Parking and the Recreation Center. Suggested that SAC decides which areas to pursue.</li> <li>• Regarding reclassification- With the compression of the three job titles– there is not a way to measure volume.</li> <li>• Regarding the job reallocation VP Clemons stated that staff should not panic about their jobs nor be concerned.</li> <li>• Pres Berkley invited Janice Nevarez to provide update regarding the anonymous complaint she received regarding parking. In response to the individual that contacted her regarding concerns over parking availability, J. Nevarez contacted Patrick Gallagher from Parking Services. Patrick confirmed that there is nothing in the parking regulation that limits how many reserved spaces can be given out in a parking lot or that limits the duration of time any person can block off non-reserved general parking spaces. Patrick referred to Todd Caraway in General Council and Todd informed that Chief Moore or VP Magiera are the people who would initiate changes to a parking policy/regulation. J. Nevarez contacted Chief Moore with the person’s request that change be made to provide said parking limits in the parking regulation and he responded that he was not interested in moving either 2 suggestions forward</li> <li>• Parking regulation should be changed to how many reserved vs non-reserved spots. Limiting the amount of time spots can be reserved.</li> <li>• There needs to be more fairness in regards to the amount people are paying from the</li> <li>• Suggestions made from anonymous staff: <ul style="list-style-type: none"> <li>○ Change regulation.</li> <li>○ Block a certain number of spots for staff and faculty</li> <li>○ Offer an incentive for parking further- potentially a discount.</li> </ul> </li> <li>• VP Clemons- we have to determine where we can utilize ourselves best. Compensation vs. parking for example.</li> <li>• M. Berkley- Would the person or people who has been pursuing this issue be willing to come to the table on this with SAC. J. Nevarez will check.</li> <li>• A. Vitiello- buildings that are going up in the future will do shifting with the parking issues.</li> <li>• M. Kittleson- shuttle trial is costing about \$15,000 for 6 weeks, we need to encourage people to use it.</li> </ul>		

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		<ul style="list-style-type: none"> <li>• J. Ballin- SGA not tracking usage yet, starting 1/13 mass promotion.</li> <li>• J. Ballin stated that there is a current campus rec program for bike rental but only at north lake. They have looked into a bike sharing station but students all prefer scooters.</li> <li>• G. Willis- suggestion- map is horrible, only three stops and it's hard to read.</li> <li>• Y. Pinero stated that university marketing is trying to redo the campus map but was unsure if it included the bus loop map.</li> <li>• J. Ballin stated that he has a fantastic marketing person and will have them update the bus loop map.</li> <li>• VP Clemons asked if anyone had a desire to show this take up the issues from the anonymous staff member. Pres Berkley stated that if they really want to take up the issue they can bring that to staff, J. Nevarez will follow up with staff member.</li> </ul> <p>President Martin Recap:</p> <p>VP Clemons revisited the items that were discussed with president martin and stated that it really came down to three main issues: Campus Recreation Fees, Parking Issues and Compensation Equity. She then broke down each for discussion and SAC decided where they would focus their efforts.</p> <p><i>Campus Recreation Fees:</i></p> <ul style="list-style-type: none"> <li>• VP Clemons asked if anyone had any desire to take up the issue of the fees any further.</li> <li>• L. Strunk- Minutes from about 3-4 years ago should be available where SAC discussed the new campus rec fees when it was first being discussed. and gave feedback.</li> <li>• Y. Pinero stated that she sat this year's committee and will share the price comparisons with other SUS institutions and it will show that FGCU is the least expensive in the SUS system and even nationwide. We can put out the rationale for it.</li> <li>• M. Berkley- Requested that Y. Pinero shares it with SAC so it can be disseminated to staff as an attachment to January minutes. Staff will be directed to the minutes to view the attachment once it is published.</li> <li>• M. Larkin stated that the staff who are complaining generally do not use the rec center.</li> <li>• VP Clemons- Asked SAC members if they wanted to take this any further. It was decided that once we have the information to share with staff about the comparative cost to other SUS that will be as far as SAC will pursue the issue.</li> </ul>		

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		<p><i>Compensation Equity Issues:</i></p> <ul style="list-style-type: none"> <li>• M. Berkley and G. Willis and T. Beck raised hands to show that they are interested in moving this forward.</li> <li>• The faculty raise match and the reclassification and compression, changes in job descriptions especially to reflect volume.</li> <li>• Comp time for volunteering at the university events.</li> <li>• Allison Bryant, Georgia Willis, Missy Berkley want to be involved.</li> <li>• Pres. Berkley stated it would be best if we can increase the outside SAC representation and encouraged staff to discuss with their respective offices.</li> </ul> <p><i>Parking:</i></p> <ul style="list-style-type: none"> <li>• VP Clemons -As per conversation during J. Nevarez update, no one wants to move forward with this.</li> </ul> <p>VP Clemons- recapped that the only thing SAC is going to push forward is the issue around compensation equity .</p> <p>Pres Berkley stated that PDP committee will update President Martin about the progress of the PDP awards and the recipient feedback.</p>		
New Business		<ul style="list-style-type: none"> <li>• L. Strunk- Double map app shows where the buses are live- link on the UPD webpage. You can look on the webpage or on the app for where shuttle is.</li> </ul>		
SAC Standing Committee Reports	Chair: Tracie Beck	<p><b>Elections:</b></p> <ul style="list-style-type: none"> <li>• Light lunch will be offered.</li> <li>• Time frame will be 11:30-1 pm.</li> <li>• It will be held in Cohen Center.</li> </ul>		
	Co-Chairs: Cara Ryan & Jessica Evers	<p><b>Employee Recognition:</b></p> <ul style="list-style-type: none"> <li>• Seeking new chair or co-chair</li> <li>• Co-chairs will try to organize the Outstanding Staff Awards if necessary but really could use assistance.</li> <li>• Will schedule a spring in person meeting to discuss the awards.</li> </ul>		
	Chair: Miki Domjan	<p><b>Policies</b></p> <ul style="list-style-type: none"> <li>• Committee did not meet</li> </ul>		
	Co-Chairs: Lindsay Singh and Christal Niemeyer	<p><b>SAC Professional Development Program:</b></p> <ul style="list-style-type: none"> <li>• During meeting committee discussed more final options for the larger professional development opportunities during spring.</li> <li>• VP Clemons invited the chair of special events, M. Larkin to next meeting to see if there is a cross planning opportunity.</li> </ul>		
	Chair: Mary Larkin	<p><b>Special Events:</b></p>		

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		<ul style="list-style-type: none"> <li>• There was an event in the first week but it was not advertised and therefore not well attended.</li> <li>• Focus of committee is soar into spring workshops.</li> <li>• Next event will be held on the 4th floor of the Lutgert College of Business – “Love our Staff” February 14th, 10-11:30 am.</li> </ul>		
University Committee Reports		<p><b>ADA</b> –Represented by Amy Vitiello</p> <ul style="list-style-type: none"> <li>• During 1/7 meeting a tour of the new Student Wellness &amp; Fitness center occurred.</li> <li>• Studio doors are heavy and will need adjustment</li> <li>• Lockers are not ADA Compliant; there will need to be adjustments made to accommodate as needed, as well as labeling them ADA Compliant</li> <li>• Student and staff/faculty input was solicited regarding accessible equipment to be provided. Cable-driven equipment (pull, overhead &amp; push) is available which is specifically designed for ADA. There are also other machines that are convertible to accommodate chair users.</li> <li>• There are areas that need to be updated/worked on but ultimately the facility is very state of the art and advanced.</li> <li>• Phase 1 is complete, phase 2 will be coming</li> <li>• There is a glass staircase to second floor, they have seats in the showers and also shower heads can be adjusted, they’ve done a very nice job.</li> <li>• Regarding the equipment - they are waiting to see if there is an issue regarding the closeness of machines, they are moveable so they will be addressed.</li> </ul> <p><b>Campus Communicators</b>:- Represented by Andi Clemons, Back up Mary Larkin</p> <ul style="list-style-type: none"> <li>• Meeting will be held next week</li> </ul> <p><b>Faculty Senate</b> –Represented by Georgia Willis; Back-up: Amy Vitiello</p> <ul style="list-style-type: none"> <li>• Nothing reported</li> </ul> <p><b>Food Service Advisory Committee</b> –Represented by: Tracie Beck; Back-up: Holly Matthews</p> <ul style="list-style-type: none"> <li>• The committee has dissolved and is currently being revamped as per Emily Chaiken.</li> <li>• She stated any feedback is still always welcomed and that no meetings will be held during the spring semester.</li> </ul> <p><b>Grant-In-Aid</b> –Represented by Carolyn Greene; Back-up: Ysatiz Pinero</p> <ul style="list-style-type: none"> <li>• Nothing reported.</li> </ul>		

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		<p><b>Institutional Affairs</b>—Represented by: T.Beck; Back Up: A.Clemons</p> <ul style="list-style-type: none"> <li>• Nothing reported.</li> </ul> <p><b>Parking Advisory</b> –Represented by Miki Domjan; Back-up: Christal Niemeyer</p> <ul style="list-style-type: none"> <li>• Nothing reported, no meeting scheduled at this time.</li> </ul> <p><b>Sustainability and Resiliency Council</b> – Represented by J. Evers; Back-up: J. Nevarez</p> <ul style="list-style-type: none"> <li>• Nothing reported.</li> </ul>		
University Special Committees		<p><b>ACE iLab</b>—Represented by Andi Clemons</p> <ul style="list-style-type: none"> <li>• Working on analyzing data and will have more information soon</li> </ul>		
Presidential Appointed Committees		<p><b>Diversity and Inclusion Committee</b> –Represented by Ysatis Pinero; Andi Clemons</p> <p><u>December 11 Meeting</u></p> <ul style="list-style-type: none"> <li>• We have a new Director for HR and she will be on this committee.</li> <li>• Climate Survey research is moving along and will share more in January</li> <li>• Subcommittee Report: <ul style="list-style-type: none"> <li>○ D&amp;I Certificate: looking for ideas for commencement speakers or speakers for campus in general. Hoping to have a veteran or someone who has faced adversity. Mentioned John Lewis as a possible commencement speaker.</li> <li>○ Student Retention/Inclusion – discussed a way for things to be easier for students. Instead of having them go office to office and not know who, where, or what to ask – create a color-coded map and coinciding reference cards. This way the individual will know exactly who sent them and will know where to go and who to ask for.</li> <li>○ Employee Retention/Inclusion/Mentoring – still going strong will have more events in spring and always looking for people to be mentors and mentees</li> </ul> </li> <li>• Discussed upcoming events for January</li> </ul> <p><u>January 8 Meeting</u></p> <ul style="list-style-type: none"> <li>• Introductions to the new HR Director</li> <li>• Reviewed research from climate survey – will be a yearlong commitment/process. Looking for people from the D&amp;I committee to be part of the working group – three people volunteered and will look for more as only about half of the committee was present.</li> <li>• Mandatory Trainings for Ethics, ADA, and sexual harassment will continue to be yearly trainings for evaluations and new employees will need to complete sexual harassment trainings in person within their first 60 days.</li> </ul>		

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		<ul style="list-style-type: none"> <li>• URecWell was discussed and a walkthrough took place with the ADA committee. Their findings were discussed and also shared the facility will be open and available to staff for NO CHARGE until March 1.</li> <li>• Discussed upcoming events for January and some of February</li> </ul> <p><b>Intercollegiate Athletics Committee (IAC)</b> – Represented by Brian Bakalar; Ysatis Pinero</p> <ul style="list-style-type: none"> <li>• Nothing reported, Y. Pinero stated that she is trying to get committee report from Trish as she was not in attendance at the last meeting.</li> </ul> <p><b>Parking Citations Appeals Board</b> –Represented by Ashton Hartley; Carolyn Greene</p> <ul style="list-style-type: none"> <li>• Nothing reported</li> </ul> <p><b>Sick Leave Pool Committee</b> –Represented by Mary Larkin &amp; Miki Domjan; Ashton Hartley</p> <ul style="list-style-type: none"> <li>• Nothing reported</li> </ul> <p><b>Title IX</b> –Represented by Myles Kittleson; Alison Bryant</p> <ul style="list-style-type: none"> <li>• There is a subcommittee meeting January 27th</li> <li>• Committee meeting will be held in February</li> </ul>		
Campus Updates	All Reps when applicable	<ul style="list-style-type: none"> <li>• T. Beck- last day with honors college is today, she starts the Executive Assistant to Provost role on Monday. The Administrative Assistant in Honors College will be vacant, please let them know.</li> <li>• P. Messer- Michelle Frederick (Accounting Specialist II) is retiring in June, the role will be posted very soon for cross training purposes. An internal candidate would be ideal.</li> <li>• VP Clemons- <ul style="list-style-type: none"> <li>○ Research Roadshow 4pm reception 4:30 pm show 1/16</li> <li>○ Arthrex Day – bringing together faculty with students to see opportunities- not so much a job fair more as a 1/28</li> <li>○ Workday – moving along project team will start end to end testing in February. Some people may have been invited to be Ambassadors.</li> <li>○ New Dean- LCOB- Dean Wesley, Dean of Library is getting finalized now.</li> </ul> </li> <li>• Y. Pinero- <ul style="list-style-type: none"> <li>○ Annual MLK dinner- Dr. Fisher will be in attendance is Wednesday night- 5:30pm. He is connected to MLK Dinner provided</li> <li>○ MLD is participating in downtown Fort Myers march.</li> <li>○ Y. Pinero put together committee to address campus bathrooms</li> </ul> </li> </ul>		

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		○ ADA approved all single bathrooms will now be gender neutral bathrooms.		

**Next Meeting:** February 7, 2020 12:30 pm in CC 213.

President adjourned the meeting at 2:04 pm