

Staff Advisory Council

Regular Meeting Minutes

Date: 5/15/2020

Location: TEAMS

Time: 12:30PM-2 PM

Call to Order: VP Andi Clemons

Time: 12:31 pm

Record Attendance: 20 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			
Vice President Andi Clemons	X			
Secretary Cara Ryan		X		
Treasurer Jen Fulwider	X			X
Brian Bakalar	X			
Tracie Beck	X			X
Alison Bryant	X			X
Miki Domjan		X		X
Jessica Evers	X			
Carolyn Greene	X			X
Myles Kittleson	X			X
Mary Larkin	X			X
Holly Mathews	X			X
Gino Maxi	X			X
Paige Messer		X		
Janice Nevarez	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: Not Present

Invited Speakers:

Attachments:

Agenda Item	Responsible	Discussion	Action/Vote	Follow-up
Finest of the Flock	Cara Ryan & Jessica Evers	<ul style="list-style-type: none"> Beverly Jensen nominated by Ysa Runner-up Jasmine Santiago, nominated by Shannon Acosta Both FoF winners will be given certificate and gifts when we return to campus 		
Approval of Minutes	Secretary Cara Ryan/Jen Fulwider	<ul style="list-style-type: none"> Approval of April 10, 2020 Minutes Motion to approve: T. Beck Second: G. Willis Any discussion: Approve: 19 Dissent: 0 Abstain:3 	<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"> Nothing to report New updates will be discussed in new business 		
	Vice President (VP), Andi Clemons	<ul style="list-style-type: none"> Welcomed all new members Thank you to events committee for putting together Meet and Greets. Very appreciated during these times at a distance. 		
	Secretary (Sec'y) Cara Ryan	<ul style="list-style-type: none"> Nothing to report 		
	Treasurer (Treas) Jennifer Fulwider	<ul style="list-style-type: none"> Nothing to report 		
Public Comment		<ul style="list-style-type: none"> None 		
SAC Liaison Reports	Dr. J. Michael Rollo (SAC Liaison)	<ul style="list-style-type: none"> Cabinet continuing plans to reopen. Decisions not ready to publish. Information will be dispersed as it comes. Last meeting. Dr. Rollo is retiring. (CONGRATS!!) Unsure of replacement as of yet. 		
	Dr. Jamie MacDonald (Faculty Senate)	<ul style="list-style-type: none"> No faculty senate reports 		
	Jacob Goldman (Student Government)	<ul style="list-style-type: none"> Jacob is now president. Not present for meeting 		
Old Business		<ul style="list-style-type: none"> Carolyn- Ashton needs to be removed from notes Missy has updated forms to make sure accuracy is maintained following member changes 		
New Business		<ul style="list-style-type: none"> We need to make updates for our upcoming Officer Elections and Annual Retreat. Normally, during the Retreat, exiting members are honored and lunch is served. Officers typically elected during retreat and goals for the following year established. After this meeting today, we will start taking nominations for officer positions (Tracie will handle elections). Missy or Tracie will send out descriptions of officer positions. New SAC 		

		<p>member can be nominated. Current and leaving members can nominate for officers. This will be open until 6/5. During 6/12 meeting confirm the officer nominations, who is accepting, nominees will speak about their interest in opportunity to serve. Votes will occur digitally via a survey. Survey will be open until 6/19 at 4pm. Only SAC members vote, please don't share with others. By 6/22/20, goal is to know who officers will be. Attempting to maintain retreat for 6/26, even if virtually, to plan for upcoming year's goals and needs.</p> <ul style="list-style-type: none"> • Committee chairs are also great way to contribute and be involved in SAC. Those positions will go out via email soon. Committees are extremely impactful across our campus community. • Outgoing members can nominate but only current members can vote for upcoming year officers • We will send out list of SAC members to everyone and add to our shared drive. Missy will update when finalizations are done. Will also check with help desk to decide who needs continued access to SAC files. • President role (Missy)- varies all the time. For example, when President Martin asks for committees, Missy will make positions aware to SAC members and nominate when needed. Remains aware and involved in multiple campus issues. Our current team works together very well and strongly. There is work involved with the titles. Committee work is very important and highly involved. Open communication with the President and various offices. SAC Prez ordered to BOT meetings. Will need to transfer over website updates and various duties for officers. • Jen gave brief of treasurer role • Cara not present to describe secretary • Missy- don't be intimidated by positions. We are here to help.Thanks 		
SAC Standing Committee Reports	Chair: Tracie Beck	<p>Elections:</p> <ul style="list-style-type: none"> • Congrats to new members. There were 25 candidates with 316 people voting. From prizes collected, we will be raffling off. • If prize won over \$75, you have to claim on income taxes for Assembly. 		
	Co-Chairs: Cara Ryan & Jessica Evers	<p>Employee Recognition:</p> <ul style="list-style-type: none"> • Jessica Evers- can't have assembly, but winners announced for OSA. AP- Jeff Garner; SP- Brooke Niarchos. • Andi- thanks for all of your hard work on the committee • Missy- Thanks you to Cara and Jess for chairing! 		
	Chair: Miki Domjan	<p>Policies</p> <ul style="list-style-type: none"> • Nothing to report. 		.

		<ul style="list-style-type: none"> Missy will be forwarding a new policy to Micki for review 		
	Co-Chairs: Lindsay Singh and Christal Niemeyer	<p>SAC Professional Development Program:</p> <ul style="list-style-type: none"> Missy thanked the committee for all of the work dedicated. Andi will be compiling a report of all that was spent. Report submitted to President Martin Have not requested more funding until the current situation has calmed down? We had \$60k in applications. Will continue once we know if funding will be reallocated. 		
	Chair: Mary Larkin	<p>Special Events:</p> <ul style="list-style-type: none"> Carolynne-carried out virtual café. 12 people in morning session, 9 people in afternoon session. Very responsive and appreciative. Shared ideas for working from home. 		
University Committee Reports		<p>ACEILAB- A. Clemons- working on SOAR reports. Committee is mostly faculty and assuming not meeting again until Fall semester.</p> <p>ADA –Represented by Amy Vitiello</p> <ul style="list-style-type: none"> Should be meeting <p>Campus Communicators:- Represented by Andi Clemons, Back up Mary Larkin</p> <ul style="list-style-type: none"> No meeting held. Has not met meant recently <p>Faculty Senate –Represented by Georgia Willis; Back-up: Amy Vitiello</p> <ul style="list-style-type: none"> Went virtual and not meeting for summer <p>Food Service Advisory Committee –Represented by: Tracie Beck; Back-up: Holly Matthews</p> <ul style="list-style-type: none"> The committee has dissolved- no future updates. <p>Grant-In-Aid –Represented by Carolyn Greene; Back-up: Ysatis Pinero</p> <ul style="list-style-type: none"> Recipients announced today but not meeting until next year. <p>Institutional Affairs—Represented by: T.Beck; Back Up: A.Clemons</p> <ul style="list-style-type: none"> Have not heard anything upon communications <p>Parking Advisory –Represented by Miki Domjan; Back-up: Christal Niemeyer</p> <ul style="list-style-type: none"> Nothing reported, no meeting scheduled at this time. <p>Sustainability and Resiliency Council – Represented by J. Evers; Back-up: J. Nevarez</p>		

		<ul style="list-style-type: none"> • Have not met. Meetings cancelled when going remote. 		
University Special Committees		<p>ACE iLab–Represented by Andi Clemons</p> <ul style="list-style-type: none"> • Nothing reported. <p>Rebalancing Resources (new committee April)- Represented by Lauren Strunk</p> <ul style="list-style-type: none"> • Task force met to discuss what data is needed. • Review revenue per academic department 		
Presidential Appointed Committees		<p>Diversity and Inclusion Committee –Represented by Ysatiz Pinero; Andi Clemons</p> <ul style="list-style-type: none"> • Met last week. Spoke about situations changing. Ethics/ADA/Title IX training-employees need to complete for reviews • BFSAs- organization meant to move forward equity. Open to all faculty and staff • ADA accessibility • CAPS-pop-up workshops for mental well-being • HSI distinction • Climate survey and impacts of COVID 19 • New Title IX law: changes to college campuses include major changes to our campus. New training will be needed in August. DOE released 5k page document on legislation. • Pride celebration virtually <p>Intercollegiate Athletics Committee (IAC) – Represented by Brian Bakalar; Ysatiz Pinero</p> <ul style="list-style-type: none"> • On break until August 2020. <p>Parking Citations Appeals Board –Represented by Georgia Willis; Carolyn Greene</p> <ul style="list-style-type: none"> • Meeting has been cancelled. <p>Sick Leave Pool Committee –Represented by Mary Larkin & Miki Domjan; Ashton Hartley</p> <ul style="list-style-type: none"> • Three requests that were all approved <p>Title IX –Represented by Myles Kittleson; Alison Bryant</p> <ol style="list-style-type: none"> 1. Nothing to report 		
Campus Updates	All Reps when applicable	<ul style="list-style-type: none"> • C. Greene- asked to serve on COVID19 Hearing Panel. Policies in place for students impacted by COVID with grades, housing, meal plans, etc. However, for unique situations arising for students, the President appointed a panel to review student submissions. Brian and Myles also part of committee. 		
Campus Updates		<ul style="list-style-type: none"> • Old and new member introductions 		

Next Meeting: 12:30 pm on TEAMS.

President adjourned the meeting at 1:42 pm