

Staff Advisory Council

Regular Meeting Minutes

Date: 9/25/20

Location: TEAMS

Time: 12:30PM-2 PM

Call to Order: President Andi Clemons

Time: 12:32 pm

Record Attendance: 16 out of 24

Secretary: Jessi Drummond

	<u>Council Members:</u>	<u>Present</u>	<u>Excused</u>	<u>Absent</u>	<u>Minutes</u>	<u>Bylaws</u>
1	President Andi Clemons	x			x	x
2	Vice President Carolyn Greene	x			x	-
3	Secretary Jessi Drummond	x			x	x
4	Treasurer Andrew Blatter	x			x	x
5	Tracie Beck	x			x	x
6	Charlotte Bingham			x	-	-
7	Alison Bryant	x			A	A
8	Jaclyn Chastain	x			x	A
9	Amy Craig	x			x	x
10	Katarina Danks	x			x	x
11	Jennifer Denike	x			x	x
12	Miki Domjan		x		-	-
13	Jessica Evers	x			x	x
14	Jennifer Fulwider	x			A	x
15	Myles Kittleson		x		-	-
16	Mary Larkin	x			x	x
17	Aisha Lewis	x			x	x
18	Holly Mathews	x			-	-
19	Dakendo Michel	x			x	x
20	Ysatiz Pinero		x		-	-
21	Lauren Pugh			x	-	-
22	Nick Reeves			x	-	-
23	Lauren Strunk		x		-	-
24	Georgia Willis		x		-	-

X: Attended/ Approve Motion

-: Absent

O: Deny Motion

A: Abstain

Liaison: Dr. Aysegul Timur

Faculty Senate Liaison: Dr. James MacDonald

Student Government Liaison: Nathan Campbell

Agenda Item	Responsible	Discussion	Follow-up
Approval of Minutes	Chairs	<p>Approval of August 28, 2020 Minutes</p> <ul style="list-style-type: none"> • Motion to approve: Carolyn • Second: Katarina Danks • Any discussion: NA • Approve: 13 • Dissent: 0 • Abstain:2 	
Officer Reports	President, Andi Clemons	<ul style="list-style-type: none"> • Spring Break- They are looking at how to keep everyone safe after the break • SAC scholarship- This is something we give out every year to a Staff member, the scholarship now is \$500 <ul style="list-style-type: none"> • This money comes from the SAC foundation account. The more donations we get in that account the more scholarships we can give to staff. • You can donate anytime to our foundation account and set up payroll deduction. To donate to the SAC scholarship, fill out the link form below and choose Other in the Designation and write in which fund. For SAC, it is 70184, the SAC Scholarship Fund. https://www.fgcu.edu/advancement/facultystaffgiving/#payroll • Accelerated Bachelors Program- This is still moving forward, they just had a meeting. Jessica Homer will be sending out more. • Upcoming Dates- <ul style="list-style-type: none"> • November 20th - President is coming to SAC to answer your questions. We will send out a request for questions soon. • October 23rd- Human Resource Department & Ruth Rodriguez from Emergency Management are coming in as quest speakers • Strategic Planning- SAC Officers will be meeting with Dr. Timur to talk about SAC goals and vision that extends beyond this year. They will also me meeting with President Martin to talk about SAC goals and guidance. 	
	Vice President, Carolyn Greene	<ul style="list-style-type: none"> • SAC Scholarship- If every SAC member gave a minimum of \$26 for the year (\$1 every pay period) we would be able to raise over \$27,000 in one year. <ul style="list-style-type: none"> • Working with Jessica Homer to see if the SAC Scholarship can help with the Accelerated Bachelors Program 	
	Secretary, Jessi Drummond	<ul style="list-style-type: none"> • Website- Updating this as we get in anonymous questions. If you have any changes please let me know. • Committee Reports- Please still them to me before the meeting. I use these in the meeting minutes. 	
	Treasurer, Andrew Blatter	<ul style="list-style-type: none"> • Thank you for approving the budget at the last meeting • It's important to support each other as staff so please look into donating to the SAC Scholarship • Bookstore- They connected with Charlotte at the bookstore about collaborating on a scholarship to help with books and class supplies. 	
Finest of the Flock	Chairs	<p>Nominations</p> <ul style="list-style-type: none"> • Michelle Shannon • Maryan Egan • Matthew Losey • Patrick O'Connell 	

		See full nomination at the end of the minutes	
Public Comment		<ul style="list-style-type: none"> No Comment 	
SAC Liaison Reports	Dr. Aysegul Timur (SAC Liaison)	<ul style="list-style-type: none"> The Office of the President & the President’s Cabinet- A major focus is on the health, safety and wellbeing of students, staff, faculty and surrounding community. At every cabinet meeting, they have two quest speakers that give updates, data, and more. They use this collaborative approach and look at the data to come up with strategies. Daily Screening App- This is every important, and we need to increase the amount of students using the app daily. <ul style="list-style-type: none"> Created a taskforce to enhance scholarship and research. Return to the Nest- will be reaching out soon to the 20,000+ stop out students. Micro Credentialing & Badging- They are building a steering committee of faculty and staff to work on an implantation plan. Spring Break- they ae looking at other sister colleges in Florida to see what are the next best steps. 	
	Dr. Jamie MacDonald (Faculty Senate)	<ul style="list-style-type: none"> Provost Search- The more you can watch the candidate interact with others it will help in your decision. There are two different forums you can attend, you can watch online through teams, and will be posted on the website. New Statement- Wrote to President Martin to encourage faculty to consider revising their course assignments so there is not anything major due on Election Day. They also ask him to consider making Election Day a reading day in future calendars. Reorganization- They are looking at reorganizing the academic units. This is about synergy between programs, not eliminating programs. They gave feedback on the Spring 2021 calendar and spring break. Textbooks- there is a new way to assign books for classes. Scholarship initiative- This is to help faculty jumpstart research and new scholarship Discussion Followed. 	
	Nathan Campbell (Student Government)	<ul style="list-style-type: none"> No report 	
Old Business		<p>Bylaw Changes</p> <ul style="list-style-type: none"> “The Secretary shall: Gather committee reports monthly.” To include in the agenda (which may be summarized or included as attachments)” (PG. 7) <ul style="list-style-type: none"> Motion to approve: Tracie Beck Second: Jennifer Denike Any discussion: NA Approve: 12 Dissent: 0 Abstain: 2 	
		<ul style="list-style-type: none"> No report 	

New Business			
SAC Standing Committee Reports	Chair- Carolyn Greene	<p>Increasing Visibility Committee</p> <ul style="list-style-type: none"> • 5 Star on-Boarding <ul style="list-style-type: none"> • Working with HR to see if SAC can be one of the five presentations given during on-boarding. • Newsletter- looking to restart • Working on a social media campaign, and finding access to the official SAC Facebook page. We do have an Instagram account and our website as sources of information. • Ways to spread the word <ul style="list-style-type: none"> ○ SAC Ambassadors from different departments ○ Speak at department meetings/retreats at the beginning of the year <p>Present at the 5 Star On-boarding meetings for new staff</p>	
	Chair- Jessi Drummond	<p>Diversity & Inclusion Committee</p> <ul style="list-style-type: none"> • Haven't met yet 	
	Chair- Tracie Beck	<p>Elections:</p> <ul style="list-style-type: none"> • No report at this time 	
	Chairs- Jaclyn Chastain & Georgia Willis	<p>Employee Recognition:</p> <ul style="list-style-type: none"> • Acquired and voted on Finest of the Flock nominees. • Happy to say the number of nominees increases each month! 	
	Chair- Miki Domjan	<p>Policies</p> <ul style="list-style-type: none"> • No report at this time 	
	Chair- Katarina Danks	<p>SAC Professional Development Program:</p> <ul style="list-style-type: none"> • Worked through their budget but still waiting on annual funding for the PDP. • To keep moving forward they opened the application and will working with the funds they currently have. The application deadlines are November 15th, January 15th, and March 15th. They are preparing the announcements. • Working on creating a PDP repository would act as a hub of resource and live on the SAC page. 	
	Chairs- Amy Craig	<p>Special Events:</p> <ul style="list-style-type: none"> • Reviewed budget, made new suggested line items, and discussed two events: <ul style="list-style-type: none"> • Food Drive to benefit FGCU Food Pantry: Decided on Thursday 9/10 in the Cohen breezeway. It was very successful with \$73 raised and 274 pounds of donated food. • Zoom Meet & Greet: Had 14 people attend, the theme was "Tell me something good" • Working with the visibility committee to work on getting the word out more. • Looking to see if Eagle Link would be beneficial for SAC • Working on the next Meet & Greet • Discussion Followed. 	
University Committee Reports		<p>ADA –Represented by Chair Katarina Danks</p> <ul style="list-style-type: none"> • ADA 30th Anniversary Programming - There are two events on October 6th <ul style="list-style-type: none"> ○ ADA Resource Fair 	

		<ul style="list-style-type: none"> ○ Speaker event- Dave Clark and Doug Cornfield- The speaking event is also part of the Diversity and Inclusion certificate program. ○ Sign up in Diversity and Inclusion ● Cori is working with Jeff Garner to consider adding a feature to the campus maps to indicate where accessible parking and bathrooms etc are located. ● Cori has been discussing overall situation of COVID in terms of accessibility <p>Campus Communicator- Represented by Chair Mary Larkin</p> <ul style="list-style-type: none"> ● Proposed sending our events to Kelly Boyd to get them in the university wide emails. ● Now using “My FGCU” a portal with all the links to resources students, faculty, and staff use frequently. <p>Faculty Senate – Represented by Chair Charlotte Bingham</p> <ul style="list-style-type: none"> ● No report <p>Grant-In-Aid – Represented by Chair Carolyn Greene</p> <ul style="list-style-type: none"> ● Will not meet until spring semester. <p>Institutional Affairs - Represented by Chair Jennifer Denike</p> <ul style="list-style-type: none"> ● Reviewed by-laws for the group and the election process for the chair position. Mary Ann Zager was voted on to be the new Chair. They talked about the syllabus update that was approved by faculty senate. Discussion followed. <p>Parking Advisory – Represented by Chair Myles Kittleson</p> <ul style="list-style-type: none"> ● No report <p>Sustainability and Resiliency Council- Represented by Chair Katarina Danks</p> <ul style="list-style-type: none"> ○ Haven’t met yet 	
University Special Committees		<p>ACE iLab– Represented by Chair Andi Clemons</p> <ul style="list-style-type: none"> ● The committee and the ACE consultant have reviewed a draft report. Should receive an email soon with Team invitations to come to four town hall meetings to get your feedback. <p>Rebalancing Resources Represented by Chair Lauren Strunk</p> <ul style="list-style-type: none"> ● No report 	
Presidential Appointed Committees		<p>Diversity and Inclusion Committee – Represented by Chair (Charlotte Bingham)</p> <ul style="list-style-type: none"> ● No report <p>Intercollegiate Athletics Committee (IAC) – Represented by Chair (Lauren Strunk)</p> <ul style="list-style-type: none"> ● No report <p>Parking Citations Appeals Board – Represented by Chair (Carolyn Greene & Georgia Willis)</p> <ul style="list-style-type: none"> ● Has not met yet. No meeting planned in the upcoming month. <p>Sick Leave Pool Committee – Represented by Chair (Jennifer Denike, Jennifer Fulwider & Alison Bryant)</p> <ul style="list-style-type: none"> ● Haven’t heard anything yet <p>Title IX – Represented by Chair (Myles Kittleson & Charlotte Bingham)</p> <ul style="list-style-type: none"> ● Next meeting is in October 	
Campus Updates	All Reps when applicable	<p>Amy Craig</p> <ul style="list-style-type: none"> ● Text books though the library <ul style="list-style-type: none"> ○ https://library.fgcu.edu/admin/textbooks.html ● Voting Digital Archive 	

		<ul style="list-style-type: none">○ https://library.fgcu.edu/ascdi/exhibits.html <p>Dr. James MacDonald</p> <ul style="list-style-type: none">• Next Board of Trustee meeting will be in-person in the Ballroom on October 29th <p>Jennifer Denike</p> <ul style="list-style-type: none">• WGPU live town halls: https://www.wgcu.org/swfl/	
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Next Meeting: October 23, 2020 12:30 pm on TEAMS.

President adjourned the meeting at 1:48 pm

Jaclyn Chastain moved to adjourn, Amy Craig seconded