Staff Advisory Council

Regular Meeting Minutes

Date:2/12/20

Location: TEAMS

Time: 12:30PM-2 PM

Call to Order: President Andi Clemons

Time: 12:35 pm

Record Attendance: 18 out of 24

Treasurer: Andrew Blatter

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

 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

Black Faculty Staff Alliance (BFSA) Liaison: Dakendo Michel

| Agenda Item | Responsible | Discussion |
| --- | --- | --- |
| Approval of Minutes  | Chairs |  Approval of January Minutes* + Motion to approve: Kat
	+ Second: Tracie
	+ Any discussion:
	+ Approve:
	+ Dissent:
* Abstain:
 |
| Officer Reports | President, Andi Clemons | Two high level openings taking place. Staff encouraged to attend forums. There are six candidates. We will found out soon who Steve Magiera’s replacement will be.Thank you for the support from everyone for the Give Where You Live Fundraiser. Attendance needs to be addressed. Will be contacting those who aren’t meeting attendance requirements.Officers have been working on a strategic plan- working with the elections committee to improve the timeline for elections to allow for a stronger transition to the incoming officers.  |
|  | Vice President, Carolyn Greene | Thank you to Visibility Task Force, Tracie Beck, SAC Officers. Initial goal of $500, but we were the top fundraiser in FGCU. $2,969 dollars raised from 39 donors.For Chief of Police position, please come out for interview forums. Let’s support the climate of diversity and inclusivity. Recent protest by Students of Color on campus. Need for supporting our students.BFSA event tonight- 6:30-8:00pm, on Zoom. Carolyn will be singing for a portion of it. Bingo, music, good times. Let’s support BFSA. |
|  | Secretary, Jessi Drummond | No Report |
|  | Treasurer,Andrew Blatter | No ReportQuestion from Kat- what guidance do we have for archiving our work? Conversation to follow offline, but generally committees haven’t submitted documents for the archives. |
| Finest of the Flock | Chairs | Finest of the Flock nominees:* Thomas Keller (Aquatics center)
* Gina Guri (Business Applications Support)
* Jessica Meza (Transfer Admissions)
* Sherri Nelson (Medical Services)

 **Finest of the Flock SPOTLIGHT for this month:*** **Farida Sheikh** (Vester Field Station)

Farida’s nominator wrote: “Farida has been with Vester Field Station just a little over a year. Aside from her regular job duties, she is always willing to help outside of work. Farida goes above and beyond to make everyone feel appreciated. She always acknowledges everyone's birthdays and plans something special. She is extremely encouraging and makes me feel welcome.” |
| Public Comment |  | (none) |
| SAC Liaison Reports |  Dr. Aysegul Timur(SAC Liaison) | Missing the meeting to make the final push on the SACSCOC Fifth Year Interim report. Dr. Timur is thankful for the support of the Academic Affairs Team.Commencement discussions are taking place with an emphasis on safety and getting a decision made. |
|  |  Dr. Jamie MacDonald (Faculty Senate)AndCharlotte Bingham | Four finalists for Steve Magiera’s job- Amanda Jobes, Gerard Carrington, David Vasquez, Bill Foster No anticipated loss of jobs. 100 vaccines provided from Lee Health, 108 total vaccines distributed: 94 employees, 5 students, and 9 workers of student health. Not aware of additional vaccines coming.Provost Reager explained that if you can demonstrate the ability to teach effectively online that will be considered.Academic Advisors as being in unit or out of unit still being considered.Faculty portfolios may be allowed for electronic submission going forward.  |
|  | Nathan Campbell (Student Government) |  Grace Dougherty (Deputy Chief of Staff) providing today’s report. Student Body passed budget for the next fiscal year. Awaiting approval from President Martin.Student Body Government appointed new chief justices, now fully staffed.Homecoming being planned for March.OEIC training is mandatory for members of student government. Feb 24th is Pizza with the President. Mon 3:30, UPD and Student Government discussing recent events. |
|  | BFSA (Dakendo Michel) | BFSA event tonight- please attend! Forming committees discussed in the last BFSA meeting.Supporting students regarding the recent events.Dr. Thornhill could be included in a future SAC meeting. Next meeting is March 5th. |
|  Old Business |  |   |
| New Business |  | **Bookstore Award**Employee Recognition is reviewing the process, but we need to find a resolution about where the support for the Bookstore award resides in the next SAC meeting. **SAC Survey**Still working on the strategic plan. Focusing on completing the survey this semester. Andrew is creating the survey in Checkbox, we could use SAC help spreading the word about getting responses to the survey. We will collect responses for 3 weeks.**SAC Meetings*** Attendance
* Extended time- given the rush of meetings when speakers come, how does everyone feel about extending meetings?
* Hybrid Meetings- How, when should we consider meeting face-to-face?

Missy Berkley: will the meetings be live-presented if there is an in-person meeting?Carolyn Greene: until we know about Spring Commencement, we should keep our meetings virtual. President Martin’s email encouraging caution.Susan Bauer: we are a large group. Virtual meetings have been successful, shouldn’t force in-person meetings.Georgia Willis: It’s too soon to go back to normal. Teams meetings are working well.Tracie: fine with an hour meeting, but some departments may not be able to take a two hour meeting. Jamie: Faculty Senate has a parliamentarian. Faculty Senate is rigid because of Roberts Rules. Andi: Liking the condensed reports.Andrew: loving the longer meetings. Works well with Zoom.Tacie: getting better participation. Zoom works well.Aisha: Zoom allows for participation even when off-campus.**Increasing Visibility Taskforce; Represented by (Carolyn Greene)*** Monica from the FGCU Foundation was introduced and discussed the details of the FGCU Give Day, Give Where You Live Collier Fundraising Campaign to the task force. Discussion was had on how to further prepare for the 24-hour fundraiser that would be held on February 10th.
* Members then concentrated on the 5-Star Presentation Google Slide. Presentation will be given to council on February 12th for approval before contacting HR.

Carolyn Greene presented the slides for the 5-Star Presentation. Susan Bauer- It was hard to identify all the successful SAC initiatives. If anyone has additional items that should be included, please contact the Visibility Taskforce.* Legacy document will be the task forces final assignment.
* Request made by special events to help with Soar into Spring for March 2021
* Next meeting scheduled for March 2, 202

**D&I Taskforce; Represented by (Jessi Drummond)*** No Report
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| SAC Standing Committee Reports | Chair- Tracie Beck | **Elections:*** Committee members are going to begin contacting companies for donations. Instead of giving awards to attendees, we could award prizes to those who vote in the elections. Website with a prize wheel.
* Checkbox will be used as the Call for nominations. This will go out in March
* SAC Assembly will be virtual- feedback from everyone would be appreciated on how the SAC Assembly should go.
* Discussion about the Helping Hands Award- we want to bring that back.
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|  | Chairs- Jaclyn Chastain & Georgia Willis | **Employee Recognition:** |
|  | Chair- Miki Domjan | **Policies:** |
|  | Chair- Katarina Danks | **SAC Professional Development Program:**Next deadline (last of the year) March 15th. Hoping for lots of applications. |
|  | Chairs- Amy Craig | **Special Events:** A lot going on. -Meet and Greet Tues, Feb 16th. Soar Into Spring evolved into a month-long event with collaboration with departments across campus. Highlight is a 5 question scavenger hunt (with selfies). -iPhone tips and tricks session back this yaer. -Full-week Employee Centered Fitness Classes (free) provided by the Rec Center. Marketing will be forthcoming- check the social media accounts! |
| University Committee Reports  |  | **ADA –Represented by Chair Katarina Danks****Campus Communicator- Represented by Chair Mary Larkin*** The marketing department is always looking for stories for FGCU 360
* Share department events and activity social media posts with the marketing department
* Find marketing resources at https://www.fgcu.edu/advancement/universitymarketing/resources/

**Faculty Senate – Represented by Chair Charlotte Bingham****Grant-In-Aid – Represented by Chair Carolyn Greene****Institutional Affairs - Represented by Chair Jennifer Denike****Parking Advisory – Represented by Chair Myles Kittleson****Sustainability and Resiliency Council- Represented by Chair Katarina Danks** |
| University Special Committees |  | **ACE iLab– Represented by Chair Andi Clemons****Rebalancing Resources Represented by Andrew Blatter**Collecting data across all FGCU units- looking for qualitative information to supplement personnel and budget numbers. Staff have a voice on this TaskForce, please let Andrew know if you have opinions- he wants to represent us. |
| Presidential Appointed Committees |  | **FGCU Values and Actions; Represented by (Charlotte Bingham)****Diversity and Inclusion; Represented by (Charlotte Bingham)****Intercollegiate Athletic; Represented by (Lauren Strunk)****Parking Citations Appeals; Represented by (Georgia Willis)*** Next meeting February 17th

**Sick Leave Pool; Represented by (Jennifer Denike and Allison Bryant)****Title IX; Represented by (Myles Kittleson)** |
| Campus Updates | All Reps when applicable | New Provost is off to a strong start. Five-year hiring plan. Collaborative and creative start to these conversations.Provost Reager wants to attend the March SAC meeting. Feb 25th is the annual TRIO day. SSS classic, SSS STEM, Talent Search. Breakfast truck on the lawn in the morning. Past graduates coming to share stories.  |

Next Meeting: March 12th, 2021 12:30 pm on TEAMS.

President adjourned the meeting at 2:02 pm

Second: Tracie Beck