Staff Advisory Council

Regular Meeting Minutes

Date:3/12/21

Location: TEAMS

Time: 12:30PM-2 PM

Call to Order: President Andi Clemons

Time: 12:34 pm

Record Attendance: 16 out of 21

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

Liaison: Dr. Aysegul Timur

Faculty Senate Liaison: Anna Carlin on behalf of Dr. James MacDonald

Student Government Liaison: Gracie Dougherty on behalf of 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: Jaclyn   + Second: Kat   + Any discussion: None   + Approve:   + Dissent: * Abstain: |
| Officer Reports | President,  Andi Clemons | Provost Rieger guest expressing his belief in value of staff, and would love to visit SAC meetings more regularly  New officer elections under new business  HR compensation study for staff with third party company, reaching out to partners on campus to participate, if there are specific concerns about compensation and/or job classifications on campus, share with Andi  Congrats to David Vazquez, promoted to VP Admin Svc Finance, which shows possibilities of promotion on campus, change in the form of reorganization and restructure creates opportunities  Joined Rebalancing Taskforce in place of Andrew  Congrats to Dr Timur and her team for sending off the 5-year report |
|  | Vice President, Carolyn Greene | HR contacted her and asked if still interested in participating in 5 Star academy, which restarts in Fall, sending them the presentation Visibility taskforce created and have it all ready for Fall; we will solicit volunteers that are comfortable to present the information at 5 Star events |
|  | Secretary, | No Report |
|  | Treasurer, | No Report |
| Finest of the Flock | Chairs  Georgia Willis  Jaclyn Chastain | Cycle Jan 16 – Feb 15  Finest of the Flock nominees:   * John Bledsoe from A/V Svcs   Finest of the Flock SPOTLIGHT:   * Evan F… from Business Applications Development * Bill Campbell, supervisor, will get him his prize |
| Public Comment |  | None |
| SAC Liaison Reports | Dr. Aysegul Timur  (SAC Liaison) | Office of president and cabinet was very busy talking about commencement, and announced a hybrid graduation, virtual portion and a Grad Walk in person with stage walk, photos, and limited family invited to attend  Many thanks to Tracie for help on 5-year progress report  2021 legislation and budget impacts: too early to say much, but we look in reasonably good shape at the moment, hoping to provide more details as more information is released  Rebalancing & Restructuring: Ideas from steering committee are now being shaped into a report  Newly formed President Advisory Circle on workforce and economic development, with 20+ community leaders meeting virtually with President Martin to discuss workforce gaps and how to prepare our students better; moderating meeting on March 26; important to get input from community and industry partners to know our best response to their needs  Micro-credentialing and digital skills badges still in progress, a survey is coming soon for input asking where we see skills gaps  Edison Awards, national program, now in Ft Myers, and a partner of ours, our School of Entrepreneurship is a finalist, which are announced in April; An Entrepreneurship student is a also finalist for the awards  Summer will be busy, several camps under FGCU guidelines, Immokalee Foundation Students 3 different camps   1. Entrepreneurship 2. STEM 3. Healthcare careers (new)   Return to the Nest initiative continues to re-enroll former students who never graduation; almost 300 students returned, but they found some owe debts to the institution, and now there is a special fund $45k grant from SWFL Community Foundation to help serve this group of students  SACCOC (Southern Association of Colleges and Schools Commission on Colleges) report has been received by the state  Working on the Accountability Plan and hope to finish soon to present to BOT in April meeting  This year’s commencement is not open to last year’s grads but considering other options for them |
|  | Dr. Jamie MacDonald (Faculty Senate)  And  Charlotte Bingham | Resolution supporting switching to electronic faculty portfolios instead of both print and electronic, resolution passed and now moving to talk about financial burden of software to support it, need Union to change the CBA language to drop the paper requirement; Andi has done a lot of work thinking how to make this transition; identifying software that makes process of submitting portfolios/materials for things beyond faculty, like staff awards and other paper processes  Academic Calendar draft for 2023-2024 in process, fac senate website holds minutes to see the draft, which has changed again since last published notes, new version will be discussed at meeting 3/19 <https://www.fgcu.edu/facultysenate/files/2020-21/DRAFT_Calendar_template_2023-2024_2.26.21.pdf> and <https://www.fgcu.edu/facultysenate/files/2020-21/Updated_Calendar_summary_2023-24_Proposal_for_Senate_3.9.21.pdf> |
|  | Gracie Dougherty on behalf of Nathan Campbell  (Student Government) | Next week is Eagle Earth week, planned by director of sustainability,  4 SG reps going to Tallahassee March 22/23  New SG advisor: Lindsey Johns was temporary advisor since July, Jill Pettibone will be joining us on Monday, March 22nd. Her official role is Assistant Director of Involvement for Student Government Advising.  SG term ends March 31, new Administration on April 1 so new representative will come to SAC meetings, new cabinet in the works |
|  | BFSA (Dakendo Michel) | Last meeting was March 5, reviewed constitution and guidelines for workplace activity  Had reps on forums for several key job searches  April 2 next meeting  Andi says to note a referral button on job postings so share postings for more diverse candidates |
| Old Business |  | None |
| New Business |  | **Officer Elections**  Treasurer and Secretary positions open to be filled the remainder of the fiscal year; Andi appointed interim Alison Bryant and Amy Craig for the term up to today’s meeting  Tracie has a survey created to vote  Alison Bryant nominated for Treasurer  Amy Craig & Katarina Danks for Secretary  Only SAC members can vote  **Increasing Visibility Taskforce; Represented by (Carolyn Greene)**  Did not meet this month, but will be working next to finalize the HR 5 Star Presentation and developing a script to presenters, and the legacy document for new officers  **D&I Taskforce; Represented by (Jessi Drummond)**  Do we have enough people on the taskforce without Jessi/ Georgia would like to add another person, if anyone is interested in serving on the taskforce let Andi know, Georgia will send out an email to the whole council to find anyone interested |
| SAC Standing Committee Reports | Chair- Tracie Beck | **Elections:**  SAC Representative nominations are now being accepted; an e-mail just went out on Wednesday, March 10th.  Nominations will close on Monday, March 23rd at 5:00.  Please consider nominating a co-worker or two – or three! Currently 13 nominations. Soliciting donations for the assembly, but the logistics of awarding prizes need to be worked out if it is virtual  Send to HR to ensure eligibility  Email nominees to ask if accept or decline  If accept, they submit photo and short bio for slideshow at assembly |
|  | Chairs- Jaclyn Chastain & Georgia Willis | **Employee Recognition:**  Committee met on Feb. 15 re: Outstanding Staff Award  Committee met on Feb. 22 re: Bookstore Award  Gabor funds are in for Outstanding Staff Award!  Georgia and Jackie will be inviting SAC members to serve on the Outstanding Staff Award pod, soft number of 10 people to evaluate the submissions and vote on award;  Susan Baurer volunteered.  The Staff Advisory Council (SAC) Finest of the Flock (FOTF) is an award that acknowledges staff members (A&P and SP) for exhibiting exceptional efforts that reflect the values and mission of Florida Gulf Coast University.    Finest of the Flock nominees:   * John Bledsoe (Audio Visual Services)     **Finest of the Flock SPOTLIGHT for this month:**   * **Evan Flechsig** (Business Applications Development)   Evan’s nominator wrote: “Business Services is nominating Evan for Finest of the Flock for many reasons and we wish we could do more to recognize him. During the Spring/Summer of 2020 and even well into the Fall semester, the University was transitioning from Follett as the FGCU Store operator, to Barnes & Noble College. With staff changes in the Business Services department, we HEAVILY leaned on Evan's expertise to assist in that transition, for way more than we knew we were going to need him. Evan is the type of worker that finds answers even if he is not the person directly working on the task. When we have a question as to who would know the answer, we often find ourselves saying "I bet we can ask Evan, and if he doesn't know, he would find out for us". This past year would not have gone as smooth as it did (I know, then throw in COVID) without Evan's help. From the bottom of our hearts, we THANK you Evan, so much. Evan is MORE than deserving of the title Finest of the Flock. ” |
|  | Chair- Miki Domjan | **Policies:**  Policy committee reviewed several policies and regulations. Miki will get them into the policy committee folder as soon as possible. |
|  | Chair- Katarina Danks | **SAC Professional Development Program:**  PDP will meet on Tuesday March 16th. We have 6 applications for the final PDP deadline this year which ends 3/15 with a total of $2,712 requested. As of today, as grand total of $8,711 in funding has been requested this year; If all applications are accepted, a total of $4,262 will be awarded. The uncertainty of the full PDP funding caused the inability to fund the full amounts of some applications in the beginning of the year. Now recurring funding will help next year  Started virtual workshops from faculty and staff on campus to keep momentum going for easily accessible professional development |
|  | Chairs- Amy Craig | **Special Events:**  Weekly meetings in February to confirm Soar Into Spring events  Working closely with PDP Committee to bring 2 presenters onboard for March |
| University Committee Reports |  | **ADA –Represented by Chair Katarina Danks**  ADA Advisory will meet next week on March 25th  Several updates on building construction  Virtual map development for better accessibility  Discussed Soaring Eagles, program for students with disabilities  OIEC training in Canvas need to be completed on time  **Campus Communicator- Represented by Chair Mary Larkin**  Next meeting Tuesday  Billboards and 15 second commercials promoting student success, especially in healthcare field  Jan 2022 25th anniversary kickoff  Compassion project on library lawn to commemorate lives lost in state of Florida, display March 21-April 1  Looking for nominations for Teacher excellence awards  **Faculty Senate – Represented by Chair Charlotte Bingham**  Covered by Anna Carlin  **Grant-In-Aid – Represented by Chair Carolyn Greene**  Application period extended to March 15, a meeting will be forthcoming to decide on winners  **Institutional Affairs - Represented by Chair Jennifer Denike**  Faculty Senate requested updates to the 2023-2024 academic calendar that Institutional Affairs Team (IAT) presented on 2/26/21. Revisions will be presented on Friday, March 19th to Faculty Senate.  **Parking Advisory – Represented by Chair Myles Kittleson**  No report, Waiting on official announcement on new Chief  **Sustainability and Resiliency Council- Represented by Chair Katarina Danks**  No report |
| University Special Committees |  | **Rebalancing Resources Represented by Andi Clemons**  How can we better use resources on campus? Broke into 3 subgroups to identify key points. Many meetings to come.  **25th Anniversary Planning**  Susan representing staff on 25th anniversary planning committee, they have had one meeting |
| Presidential Appointed Committees |  | **FGCU Values and Actions; Represented by (Charlotte Bingham)**  No Meeting  **Diversity and Inclusion; Represented by (Charlotte Bingham)**  Diversity & Inclusion Committee Meeting 3.10.21  **Brenda**   * Diversify Colloquium * Diversify council applicants   + Appointed by Provost * Diversity campus naturalization program * How can we better include service learning into the course * Only non-negotiable requirement is the writing component * How to better balance ecology and people, the integration of the two * Challenges, 3 different types of faculty   + Core instructors   + Adjunct faculty   + College instructors * Next year will start curriculum review to implement changes for Fall 2023, in the interim will put support structures and trainings in place so that faculty are prepared to make the changes   **Athletics**   * First Town Halls * Student athletes only and minority leadership * Average zoom call about 75 people * Amazing to see the amount of interaction and participation * From international students asking about BLM * Eye opening * Great opportunity for student athletes to discuss * Amazing opportunity to know how to have uncomfortable conversations   + Only uncomfortable when you don’t have them * Eagles Injustice is a platform in athletics to address all injustices, choose current issues and fight for it   + We will not remain silent   + If anything 2020 taught us, is that silence can be misinterpreted, do not want to be part of the problem but part of the solution * National anthem protest controversy   + Able to discuss with the students   + Found how to not offend our veterans   + Did reflection statements, after national anthem     - Some groups decided to kneel, others made hearts, others locked arms     - Used that time to do our reflection     - It's been a learning opportunity to see what we can do with FGCU athletics   **HR**   * Include equity officer on executive and select leadership searches * Should it be a sitting member of the committee? * Should it be an observer? * Discuss what the actual role of the person should be, but cabinet is supportive   **Prayer Room**   * Used to have one, looking into providing that again   **New Award**   * Added a Diversity & Inclusion award for the celebration of excellence,   **Intercollegiate Athletic; Represented by (Lauren Strunk)**  **Parking Citations Appeals; Represented by (Georgia Willis)**  Carolyn attended last meeting 42 appeals for review, all denied  **Sick Leave Pool; Represented by (Jennifer Denike, Jennifer Fulwider, Allison Bryant)**  No report  **Title IX; Represented by (Myles Kittleson)**  No report |
| Campus Updates | All Reps when applicable | Amy: Library soliciting input on strategic plan  Andi: Academic Affairs working to consolidate survey to determine what a non-Covid “regular” semester look like in the Fall  Tracie: Commencement over 3 days for Spring so looking for volunteers and will add more details, but please consider volunteering  Andi: BOT meeting 4/13  Gracie: The SG Transition Banquet/Inauguration will be streamed virtually April 1st at 6:30 PM, so be on the lookout for a link if you are interested in attending! |
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Next Meeting: April 16th, 2021 12:30 pm on TEAMS.

President adjourned the meeting at 1:59 PM

Second: Bingham

Susan representing staff on 25th anniversary planning committee

Officer Elections: all reps in meeting voted

Allison Bryant, Treasurer

Amy Craig, Secretary