**Staff Advisory Council**

**Regular Meeting Minutes**

**Date:5/13/2022**

**Location: Cohen Student Union CC213**

**Time: 12:30-2:00p**

Call to Order: President Mary Larkin

Time: 12:31

Record Attendance: 12

Secretary: Amy Craig

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| --- | --- | --- | --- | --- | --- |
|  | Council Members: | Present | Excused | Absent | Minutes |
| 1 | President Mary Larkin | x |  |  |  |
| 2 | Vice President Kristen Vanselow | x |  |  |  |
| 3 | Secretary Amy Craig | x |  |  |  |
| 4 | Treasurer Amy Hall | x |  |  |  |
| 5 | Lisa Banks | x |  |  |  |
| 6 | Kiley Barnett | x |  |  |  |
| 7 | Susan Baurer |  | x |  |  |
| 8 | Diane Bova |  | x |  |  |
| 9 | OPEN SEAT |  |  |  |  |
| 10 | Kelly Boyd | x |  |  |  |
| 11 | Kendra Carboneau |  | x |  |  |
| 12 | Jaclyn Chastain | x |  |  |  |
| 13 | Stephanie Cobb |  | x |  |  |
| 14 | Jennifer Denike |  | x |  |  |
| 15 | Miki Domjan |  |  | x |  |
| 16 | Trudi-Ann Dyer |  | x |  |  |
| 17 | OPEN SEAT |  |  |  |  |
| 18 | Aisha Lewis | x |  |  |  |
| 19 | Tricia Miller |  | x |  |  |
| 20 | Jena Padilla | x |  |  |  |
| 21 | Suzy Ponicsan | x |  |  |  |
| 22 | Sebastian Weber |  | x |  |  |
| 23 | Georgia Willis | x |  |  |  |
| 24 | Tricia Zicht |  | X |  |  |

*X: Attended/ Approve Motion -:Absent O: Deny Motion A: Abstain*

Liaison: Dr. Aysegul Timur

Faculty Senate Liaison: Anna Carlin

Student Government Liaison: TBD

Black Faculty Staff Association (BFSA) Liaison: Aisha Lewis

| Agenda Item | Responsible | Discussion |
| --- | --- | --- |
| Approval of Minutes | Representatives | Approval of March Minutes   * + Motion to approve: Georgia   + Second: Lisa   + Any discussion: None   + Approve: 12   + Dissent: 0 * Abstain: 0 |
| Officer Reports | President,  Mary Larkin | Announcement of new representatives, Monica and Nadia in attendance  Retreat to transfer to new reps will be held on Weds 6/22 11am-4pm at North Lake Boardwalk  The annual assembly notes forgot to mention Bookstore Award  Nominations for officers will open during new business and continue through retreat  Pay guidelines are emailed to all campus  May 19, staff will able to see paygrades on Workday, and future Town Hall opportunities will be announced |
|  | Vice President, Kristen Vanselow | Thank you for opportunity to be Vice-president this year, and thanks for patience this past year |
|  | Secretary,  Amy Craig | It has been a lot of work, but a great privilege to be SAC Secretary this past year |
|  | Treasurer, Amy Hall | SAC TREASURY NOTES  05/13/22   * Expenses paid YTD total $14,405.11, consisting of:   Professional Development $6,277.84  Committee Expenses $8,127.27\*  \* Primarily Food Truck rally and Meet & Greet expenses and breakfast for SAC assembly   * Current fund balances:   + E&G (Professional Development): $28,722.16   + Concessions: $ 6,272.73   + Scholarship Fund $ 8,072.99   + SAC (Foundation) $ 6,661.04   + Gabor Employee Awards $ 3,759.92 (est)   $53,488.84 |
| Finest of the Flock | Chair,  Susan Baurer | None submitted |
| Public Comment |  |  |
| SAC Liaison Reports | Dr. Aysegul Timur  (SAC Liaison) | Please pass my thanks and appreciation to all staff and the Advisory Council for their hard work for such a successful academic year.   1. One of my important topics to report is about the next strategic plan. There will be many in-person or virtual opportunities to involve and provide feedback for the strategic plan input process. I encourage everyone to participate in this important process. Let me emphasize: We are not writing a strategic plan – We are getting ready and planning to write a strategic plan to help the next President to be prepared for the next strategic plan. 2. Congratulations to FGCU for receiving a $1 Million economic development grant for offering selected micro-credentials to Lee County residents at no cost. As I sent an university-wide email out, this includes all FGCU faculty and staff to take advantage of this opportunity. |
|  | Anna Carlin (Faculty Senate) | Faculty Senate done meeting for the year  Next BOT meeting is 6/13, quite a few policies and regulations coming up for Board to review in June, one about admissions seems fairly substantial  Anna is available all summer if you have any questions |
|  | TBD  (Student Government) | Will return in the Fall |
|  | Aisha Lewis (Black Faculty Staff Association) | No report |
| Old Business |  | Bylaws proposal for new Communications Officer; purpose to improve communication, aligning with the suggestions from the Staff Retention and Morale goals  Motion: Lisa  Second: Georgia  Discussion: None  In favor, in-person and via proxy: 16 |
| New Business |  | Lisa Banks: Why did SAC lose spot on BOT agenda? After reviewing most of the BOT agendas, our spot existed back to at least 2003 when Bob Swank was the SAC president (it may be further back, still researching). It seems to have ended in January of 2018 or at least that is the last official agenda that SAC is found to be on; perhaps change in board chair contributed to that, perhaps Tiffany Reynolds can offer some insight; we would like to discuss this further at the June retreat  Recommendation of new ad-hoc committee for SAC Strategic Plannin;, Andi had started passively collecting ideas; would be a forward focused vision for SAC helping us align with what we are concentrating on; a committee would keep SAC accountable to stay on track; we would like to discuss this further at the June retreat  Staff Retention and Morale: Great work this past year and establishing the HR representative; suggested to keep the taskforce active for another year to see if any improvement takes place; we will decide at the retreat  Visibility and Outreach: Emailing new employees brought someone to today’s meeting, we would like to continue this special taskforce, will decide at retreat  Officer Nominations: open now through retreat, will email list of eligible representatives and duties  Mary nominates Aisha Lewis for president, she did not accept immediately  Amy nominates Amy Hall as treasurer, accepted  Suzy nominates Amy Craig as secretary, accepted  Tricia M nominates Kiley Barnett as communications officer, did not accept immediately |
| SAC Standing Committee Reports | Chair- Aisha Lewis | **Elections:**  Sending thank you notes to vendors who supplied prizes; has names of those nominees not voted in to retain in case a representative steps down |
|  | Chair- Susan | **SAC Employee Recognition Development Program:**  No report |
|  | Chair- Kelly | **Policies:**  No report |
|  | Chair- Aisha | **Professional Development**:  Cutoff for final application for PDP funds is May 15, one applicant  This year travel limitations limited the approval of funds  Would like to use funds for a professional development speaker to offer something for all staff, send in ideas to Aisha or use professional development form on sac.fgcu.edu |
|  | Chair- Tricia | **Special Events:**  Final meet and greet in May for and End of Semester Fiesta, 5/19 from 10-2:30 |
| University Committee Reports |  | **ADA – Diane Bova**  No report  **Campus Communicator- Mary**  No meeting  **Faculty Senate** – **Kristen**  No report  **Grant in Aid – Georgia**  No report  **Institutional Affairs - Kiley Barnett**  No report  **Parking Advisory –**  Clearer signage for CAPS parking spaces is in the works  **Sustainability and Resiliency Council- Georgia Willis**  No meeting  **Space – Susan**  Met last week about using some rooms at ETI on Alico Rd to convert to storage for archives held out at Buckingham, discussion about it but no final vote  **Food Advisory – Miki**  No report but see email from Dining Services |
| University Special Committees |  | None active |
| Presidential Appointed Committees |  | **Diversity and Inclusion; Represented by Aisha**  Met and discussed HB7, the “Stop Woke” bill, and many departments will have meetings to decide how to move forward when it goes into effect July 1 to ensure FGCU is in compliance  **Intercollegiate Athletic; Represented by Kristen & Kiley**  No report  **Parking Citations Appeals; Represented by Georgia & Kelly**  May 13, 2022   * Reviewed and made decisions re: student parking appeals.   Minutes   * No meetings until further notice due to summer sessions unless circumstances require one.   **Title IX; TBD 2022-23** |
|  | All Reps when applicable |  |
| Announcements |  | Water school is now being moved into  Orientations start next week  Will be a SAC meeting in July |
|  |  |  |

Next Meeting: Retreat June 22, 2022

President adjourned the meeting at 1:19PM