**Staff Advisory Council**

**Regular Meeting Minutes**

**Date: 05/05/23**

**Location: Cohen Student Union CC214**

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

Call to Order: Kristen Vanselow

Time: 12:30

Record Attendance: 19

Secretary: Amy Craig

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Council Members: | Present | Excused | Absent | Minutes |
| 1 | President, Kristen Vanselow | x |  |  |  |
| 2 |  |  |  |  |  |
| 3 | Secretary, Amy Craig | X |  |  |  |
| 4 | Treasurer, Amy Hall | X |  |  |  |
| 5 | Communications, Kiley Barnett | X |  |  |  |
| 6 | Lisa Banks | X |  |  |  |
| 7 | Susan Baurer |  |  | x |  |
| 8 | Troy Bolivar |  | x |  |  |
| 9 |  |  |  |  |  |
| 10 | Kelly Boyd | X |  |  |  |
| 11 | Kendra Carboneau | x |  |  |  |
| 12 | Jaclyn Chastain | X |  |  |  |
| 13 | Stephanie Cobb |  |  |  |  |
| 14 | Trudi-Ann Dyer |  | x |  |  |
| 15 | Zachry Gelow | X |  |  |  |
| 16 | Maggie Hohne | x |  |  |  |
| 17 | Santiago Luaces | x |  |  |  |
| 18 | Tricia Miller | X |  |  |  |
| 19 | Jena Padilla | x |  |  |  |
| 20 | Nadia Payne | X |  |  |  |
| 21 |  |  |  |  |  |
| 22 | Herbert Sanabria | 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: Annastasia Samuels

Black Faculty Staff Association (BFSA) Liaison: Mirielle Jackueux

| Agenda Item | Responsible | Discussion |
| --- | --- | --- |
| Approval of Minutes  | Representatives |  Approval of April Minutes* + Motion to approve: Zac
	+ Second: Herb
	+ Any discussion: None
	+ Approve: 12 in person 2 online
	+ Dissent: 0
* Abstain: 0
 |
| Officer Reports | President, Kristen Vanselow  | Welcome to Dr. Timur as our fifth president; fortunate to work as a direct report to her and excited for the rest of campus to report to herWhy staff doesn’t have a vote like Faculty Senate and Student Government? Not an internal FGCU decision, regulation from BOGThis organization strives to answer the WHYS with questions like thisWhy no standing report at BOT meetings? UFF has a report but Faculty Senate doesn’t have report; if something significant enough for staff to address we could plan ahead and work with board rep to get on the agendaNeed SP position filled; speculation why it has been so hard to find those volunteers, please ask around your department, also ask for SP volunteers for committee workThank you to Herb and Amy Hall for assembly work Feedback from Annual Assembly will be fully shared at the retreat, which the date and details are forthcoming Suggestion to discuss OPS staff inclusion in SAC, also a topic that may be discussed at the retreat; Santiago is an example of a 3 year employee as OPS and feels like missed out on lot of things; Anna Carlin heard that perhaps the state is changing rules that full time OPS position appointments may change to one year at a time; Faculty Senate is only for full time faculty and not adjuncts so that’s a parallel issueConversation with new admin liaison once assigned to see how staff could be compensated to participate in SAC or service on campus since SP representation is lacking and might be from those reasons |
|  | Secretary, Amy Craig | Charter and Bylaws should be reviewed with Vee Leonard next year Suggest SAC should solicit a liaison from new Latinx cultural affinity group Alianza  |
|  | Treasurer, Amy Hall | Final report as SAC Treasurer.SAC TREASURY NOTES05/05/23• 2022-23 fund balances:o E&G (Professional Development): $12,653.34\*o Concessions: $ 5,117.46 o Scholarship Fund $ 7,193.99o SAC (Foundation) $ 4,661.04o Gabor Employee Awards $ 7,125.92$36,751.75 \* additional $2,434 in PDP to be journal transferred |
|  | Communications, Kiley Barnett | DEI Statement sent to Dr. Timur and will be moving to next steps and documenting those steps for future SAC Statements |
| Finest of the Flock | Chair, Troy Bolivar | Maria Laureano, Admin. Specialist, Dean's Office, LCOB“Ever since Maria joined the LCOB, she has been exceptional attending to all details of our myriad of events here at the Lutgert College of Business. She always goes the extra mile, and always with a smile. Her job description has grown significantly since she joined our team and has been an integral part of making our college shine. Her contribution to daily activities, with joyful collaboration to getting things done. We appreciate all that she has done and continues to do to make Lutgert College the best it can be. I'm nominating her for this award, so that she knows just how much all of us appreciate her and the daily contributions she makes. We are better because she is here.” |
|  |  |  |
| SAC Liaison Reports |  Dr. Aysegul Timur(SAC Liaison) | Not present |
|  |  Anna Carlin (Faculty Senate) | Faculty Senate finished meeting for the year; summer senate is based on volunteers if anything needed over the summer months; meetings resume the end of August when Lindsey Rhodes will be Faculty Senate President. |
|  | (Student Government) | No representative |
|  | Vacant Liasion (Black Faculty Staff Association) | Need new liaison for 2023-24 |
|  Old Business |  | Confirming one new A&P representatives:  Gail Mishler Murray to replace Aisha LewisMotion to accept: Nadia Second: TriciaIn favor: In-PERSON 14, ONLINE 2 Open SP seat for appointment, tell your friends!Amanda Jobes: In the previous meeting, the SAC committee was very interested in the Annual Leave Buy Back Program but they wanted to know what other state universities have implemented this program and what percentages of employees have tapped into this benefit.I followed up and surveyed the other universities.  The University of Florida is the only university that has implemented this program and they reported that 55% of their eligible employees have utilize this benefit.Based on this information, I reached out to Megan Clipse to see if it would be possible to implement as similar program at FGCU.  She gave me an assignment to determine what the reoccurring cost would be to the University.  I will be formulating the numbers during the Year End data gathering process. |
| New Business |  | Zac: PDP Committee rule change for requirement of applicants being employed for one year. Like to revisit that requirement, still have $10000 unspent near year end, perhaps consider 90 days employment; Disseminate proposal over summer and add to Old Business in the Fall |
|  | Chair- Herb | Elections: Thanks to those beyond committee that helped with elections, Kelly Boyd was SP and was promoted to A&P during voting period, so elections needs to review the policy for this rare occurrence.One SP nominated and didn’t accept, when asked why, replied too busy with daily tasksVoting concludes May 10 at 4pmCould HR run us a report of SP who we could target to recruit for SAC? |
|  | Chair- Troy | **Employee Recognition: No report** |
|  | Chair- Kelly | **Policies:**Met 4/7/23**FGCU Policy 2.003, Suspension and Discontinuance of Academic Programs-** We don’t see any references to notifications to SACSCOC or another regional accrediting agency. We believe that should be part of the proces**s.****Response:**  |
|  | Chair- Zach | **Professional Development:** Myers Briggs Type Indicator training facilitated by Rose Fuller is May 18, 2pm-3:30pm in Cohen 201, light refreshments offered; using PD funds from this year to offer a campus-wide opportunity, limited to 50 registrants, planning a second sessions in June.Recommendation for training for someone for Excel/Word training in-person to supplement LinkedIn Learning Russell Sibella perhaps? |
|  | Chair- Trudi-Ann | **Special Events:*** Today was last Meet & Greet of the year, submit ideas for next year
 |
| University Committee Reports |  | **ADA –** No report**Campus Communicator-** No meeting**Faculty Senate** – **Kristen**No report beyond Anna’s report at today’s SAC meeting**Grant in Aid – Georgia**Met 3/21/23. Members submitted scores for applicants, discussed, and finalized list of awardees. Task completed for this year.**Institutional Affairs –** No report**Parking Advisory –** No report**Sustainability and Resiliency Council-**No report**Space –** No report**Food Advisory – Amy & Zac**No report, never met |
| University Special Committees |  | Institutional Effectiveness Committee, Kristen: Work is just beginning  |
| Presidential Appointed Committees |  | **Diversity and Inclusion**No report**Intercollegiate Athletic**In need of another SAC member since Kiley leaves SAC, so will submit names once discussed at retreat**Parking Citations Appeals**No report**Title IX**No report |
| Announcements |  | Presidential candidate who discussed how engaged with student athletes was interesting how he engaged in practices and such, idea for faculty/staff versus athletes for engagement activities showing how SAC can contribute to student success; Maggie thinking to start small, like a summer B Meet & Greet for staff/faculty with athletes trainingIdea of Student Government Meet and Greet tooEngagement with Music department a Faculty/Staff/Student chorus |

Next Meeting: Retreat in late June and next General Meeting in August

Adjourned the meeting at 1:32 pm