

Staff Advisory Council

Regular Meeting Minutes

Date: 10/27/2017

Location: Cohen Center 213

Time: 12:30PM-1 PM

Call to Order – President T. Bigos

Time: 12:34pm

Record Attendance: 18 of 23

Secretary: S. DiStefano

<u>Council Members:</u>	<u>Present</u>	<u>Excused</u>	<u>Absent</u>
President Bigos	X		
Vice-President Bova	X		
Secretary DiStefano	X		
Treasurer Ziegler	X		
Theresa Aguiar	X		
Linda Amos	X		
Tracie Beck	X		
Melissa Berkley	X		
Charlotte Bingham		X	
Cori Bright-Kerrigan		X	
Lauren Cargo	X		
Chelsea Cicero	X		
Debra Harper	X		
Ashton Hartley			X
Jason Ingraio	X		
Patricia Krupp	X		
Andre O'Leary-Fenwick	X		
Ysatiz Pinero	X		
Lisa Ray		X	
Robert Rojas	X		
Roseanne Stabile	X		
Lauren Strunk		X	
Kirsten Thompson	X		

Liaison: Dr. Michael Rollo

Faculty Senate Liaison: Dr. Michael McDonald

Student Government Liaison: Bradley Berry

Invited Speakers:

Attachments:

One (1) page SAC roll call voting record for 10/27/2017

Agenda Item	Responsible	Discussion	Action/Vote	Follow-up
Approval of Minutes	President (Prez.), Teri Bigos	<p>C. Cicero: I move that the Meeting Minutes of Sept 12, 2017, be approved.</p> <p>L. Amos second Chair opened discussion.</p> <p>Krupp: Mayor’s name corrected to Henderson</p> <p>Chair closed discussion.</p>	<p>Motion to approve minutes.</p> <p>Minutes approved with correction.</p> <p>(See attached voting record for roll call votes)</p>	<p>Final version of minutes will be posted to SAC site.</p>
Officer Reports	President (Prez.), Teri Bigos	<ul style="list-style-type: none"> • Strategic Plan <ul style="list-style-type: none"> ○ Presented as informational item at the last BOT meeting. ○ More campus feedback until Oct 29 to respond to survey on the strategic plan. ○ Two forums: Oct 31 and Nov 1st to provide feedback on the strategic plan. ○ Hope to be approved by BOT in December. • L. Amos question: is there a specific cutoff to provide any feedback to the committee? <ul style="list-style-type: none"> ○ Nov 6 is the last strategic plan committee meeting. • Can provide feedback on each pillar • Enrollment Management <ul style="list-style-type: none"> ○ New Division ○ Dr. Rollo comments: Dr. Pam Shockley was here for two days to meet with 112 staff members to gather information and gain considerations. Task Force is appointed to generate ideas on how to change the way we enroll, recruit, and retain students. ○ Change the way we do academic advising. Centralizing academic advising. It could include financial aid, registrar, advising, CAA, similar student support systems. Not sure exactly what the division could look like. ○ The goal is to help students succeed and graduate from FGCU. ○ Before the end of the semester, we should have an announcement on how we will move forward. • iii. Follow up with President Martin • See Teri’s email that was sent on Oct 12. • 1. Statement of the Agency Organization & Operation Regulation • Shared Governance Documentation of Practices. 		

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		<ul style="list-style-type: none"> • 3. Letter of Support for SAC <ul style="list-style-type: none"> ○ Dr. Martin may consider putting out a letter to campus in support of participating on SAC • Classification and Compensation <ul style="list-style-type: none"> ○ Systematic and fair review of our structure. • 5. Non-monetary Benefit(s)/Survey <ul style="list-style-type: none"> ○ Open to discussion about what kind of non-monetary benefits staff would be interested in. • Officers met with Pamela Bowman, new Associate VP and Director of HR (present at the meeting). Open dialogue and establishing a good relationship • Pamela Bowman: Want to be able to attend these meetings and have these connections. Want to look at the structure and help with problem solving around issues. 		
	Vice President (VP), Diane Bova	<ul style="list-style-type: none"> • No Report. 		
	Secretary (Sec'y) Sarah DiStefano	<ul style="list-style-type: none"> • Committee Updates via email 		
	Treasurer (Treas.) Natasha Zeigler	<ul style="list-style-type: none"> • E&G account finally switched over to a Concession account. • Please include Natasha into any purchasing and quotes you are receiving. • Concessions funding does not roll over each year. 		
Public Comment		<ul style="list-style-type: none"> • None 		
SAC Liaison Reports	Dr. Michael Rollo	<ul style="list-style-type: none"> • This week Dr. Martin was in Tallahassee, to discuss a white paper. We are funded at the lowest level compared to peer institutions in the state. It would be close to \$32mil to get us to the average cost per student in the state. We want to look at advising programs, tutoring programs, academic programs that will help southwest Florida. Continuing to look at enrollment management as an issue. • T. Bigos question: How was his request received? • Dr. Martin got to explain why the university needs the additional funding. Generally well received by trustees and governors. If we get our location delegation to set aside at least \$10mil a year, it could help. New College has set a similar precedent which also helps. 		
	Dr. Michael McDonald (Faculty Senate)	<ul style="list-style-type: none"> • Met this morning. Finally gaining some traction. Divided senate to college caucuses. Revisit the mission statement, explore the notion of non- 		

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		<p>monetary compensation, climate survey, role of the instructor, scheduling of classes.</p> <p>Implications for a possible trimester system</p> <ul style="list-style-type: none"> • Initiative to lift the moratorium on materials/labs/ supply fees for courses • Climate Survey was almost nine years ago. No survey to compare any data and collaborate with Faculty Senate to create. 		
	Bradley Berry (Student Government)	<ul style="list-style-type: none"> • Absent 		
Old Business		<ul style="list-style-type: none"> • None 		
New Business		<ul style="list-style-type: none"> • Code of Conduct <ul style="list-style-type: none"> ○ Tabled until next meeting 		
SAC Standing Committee Reports	Chair: Sarah DiStefano	<p>Planning & Staff Engagement – 2017-2018</p> <ul style="list-style-type: none"> • No Report 		
	Chair: Chelsea Cicero	<p>Special Events – 2017-2018</p> <ul style="list-style-type: none"> • Next meeting is next week. Planning SOAR into Spring. Hot Cocoa and cookies event in Jan. Typically scheduled in December once students leave. We decided to move it to early January before students return for spring semester. • Eagle Family Weekend Cookout, Faculty/Staff are encouraged. Plans are TBD due to weather, if not, it will be moved into the Ballroom instead of the Lawn 		
	Chair: Y. Pinero	<p>Employee Recognition Program/Outstanding Staff Awards – 2017-2018</p> <ul style="list-style-type: none"> • Have not met since Irma. Meeting next week: Finest of the Flock awards got shot down by parking services • No Report for PDP 		
	Chairs: Roseanne Stabile	<p>Elections</p> <ul style="list-style-type: none"> • No report until meeting in January 		
	Chair: Lauren Strunk	<p>Personnel Policies</p> <ul style="list-style-type: none"> • No Report 		
SAC Special Committee Reports	Chair: Kirsten Thompson	<p>SAC Bylaws and Charter Task Force</p> <ul style="list-style-type: none"> • Completed initial review of Articles I, 5, and 6, 7. Majority of time spend discussing “intent” rather than specific language. • Pulling items out that belong in a procedures manual. 		

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		<ul style="list-style-type: none"> Goal is finish bylaws by the holiday break and on track to reach that goal. 		
University Planning & Budget Council (UPBC)		<p>PBC – Represented by N. Ziegler, K. Thompson</p> <ul style="list-style-type: none"> Hearing about other committees. Place of this committee questions in the are on whether the committee will still remain. <p>Budget Committee (BC) – Represented by N. Ziegler;</p> <ul style="list-style-type: none"> Meet as needed. Not needed. <p>Enrollment/Retention Management Committee (ERMC) – Represented by J. Ingrao, N. Ziegler</p> <ul style="list-style-type: none"> Met with Dr. Shockley on enrollment management. The next meeting is November 7, 2017 at 10am in Edwards Hall 210 <p>Marc discussed the possible future of the committee going forward. Changes are probably coming and we will have to wait to get our directive from the PBC.</p> <ul style="list-style-type: none"> Marc handed out the following information: (1) SUS Directors tour matrix (2) diagram of the Average Cost to Student for a Bachelor’s Degree handed out by New College at the SUS tour and (3) a diagram outlining the 2018 Targets for Apps, Admits and Enrolled. A discussion ensued regarding all the information contained in the handouts <ul style="list-style-type: none"> <p>Environmental Sustainability Committee (ESC) – Represented by R. Villamil; Back-up: S. Smith</p> <p>The committee discussed work that the ESC sub-committees have begun. Sub-committees include: 1.Transportation, 2.Green Building, 3.Green Revolving Fund, 4.Land Stewardship, 5.Employee Training, and 6.Real Food Challenge (de facto sub-committee). The sub-committees are using AASHE’s STARS as a tool along with other resources to guide us as we seek to find better sustainable practices in and for the work we do. STARS can help us identify weaknesses or gaps where we can implement change. By the way, FGCU has attained a <u>Gold Star</u> rating for sustainability practices for the second time. We report every two years and this is the second report we’ve submitted. Kudos to our Sustainability Manager, Katie Leone, and everyone who helped compile the report. It takes literally a year to put it together for submission. Tidbit: President Martin came to us from the Colorado State University system. The only STARS Platinum rated institution until this year. New Hampshire and Stanford rated Platinum this year as well (it’s very difficult to attain a Platinum rating).</p> <p>New ESC members for 2017-2018.</p>		

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		<p>Chad Evers and William Mitsch - ESC Faculty Senate reps. Jade Chalkley - Student Government rep. Rafael Villamil - SACS rep.</p> <p>There was a brief discussion about the Student Naturalists this year. They have lost some of their funding. The Naturalists will continue to be active but will receive no compensation for the work they do.</p> <p>Information Resources Committee (IRC) – Represented by Robert Rojas</p> <ul style="list-style-type: none"> • No Report <p>Safety & Facilities Committee (SFC) – Represented by C. Bright-Kerrigan, Backup: C. Trisler</p> <ul style="list-style-type: none"> • Install cameras across campus. Replacing blue safety poles across campus. <p>Strategic Planning & Institutional Effectiveness Committee (SPIEC) – Represented by TBA; Back-up: TBA</p> <ul style="list-style-type: none"> • Still have not yet met 		
University Committee Reports		<p>ADA – Represented by C. Cicero; Back-up: H. Bullock</p> <ul style="list-style-type: none"> • Not met yet. Next meeting Nov 17. <p>Campus Communicators – Represented by Lisa Ray</p> <ul style="list-style-type: none"> • Website roll out should occur soon, starting to train Eagle ACE (editors) soon, new sections may link to old sections during roll out, more graphics and imagery on new site. ii. Currently interviewing for the new Marketing PR position in Marketing and Communication, this individual will push out good news, to the media to raise the reputation. iii. There is a higher ed marketing campaign going on until December 8th to increase awareness of FGCU for faculty/staff recruitment. The targeted outreach is to drive to micro-site with faculty testimonials to share what is special about FGCU <p>Food Service Advisory Committee – Represented by A. Masse</p> <ul style="list-style-type: none"> • No Report • K. Thompson interested in serving in place, Y. Pinero interested. <p>Grant-In-Aid - Represented by L. Cargo; Back-up: R. Rojas</p> <ul style="list-style-type: none"> • No Report <p>Intercollegiate Athletic Committee (IAC) – Represented by M. Berkley, Back-up: Y. Pinero</p> <ul style="list-style-type: none"> • Next meeting is scheduled for October 31st <p>Parking Advisory – Represented by R. Stabile; Back-up: A. Peebles</p> <ul style="list-style-type: none"> • No Report 		

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		<p>Parking Citations Appeals Board – Represented by C. Bleich, D. Harper</p> <ul style="list-style-type: none"> • Not met <p>One Book One Campus (OBOC) – D. Bova</p> <ul style="list-style-type: none"> • No Report <p>Faculty Senate – Represented by T. Bigos, L. Strunk</p> <ul style="list-style-type: none"> • No additional report <p>Faculty Senate Institutional Affairs – Represented by L. Amos; Back-up: P. Krupp</p> <ul style="list-style-type: none"> • No Report <p>Title IX – Represented by P. Krupp, A. Hartley</p> <ul style="list-style-type: none"> • No Report <p>Diversity and Inclusion Committee – Represented by S. DiStefano, D. Bova</p> <ol style="list-style-type: none"> Subcommittee reports <ol style="list-style-type: none"> Cert Program working on documentary screening for LGBT rights Trying to get more students to register and check in for the certificate events will be working with the marketing dept. to find ways to encourage more students involvement Marketing/Technology/Programming <ol style="list-style-type: none"> No update Student/Retention/Inclusion <ol style="list-style-type: none"> No update Employee Retention/Inclusion/Mentoring <ol style="list-style-type: none"> Will send to the committee a draft of a program that we have come up with for mentoring. Upcoming Events/updates <ol style="list-style-type: none"> Conflict Resolution Day 10/19/17 Dear World College Tour 10/24/17 Unity Day day of events on 10/24 between 11am and 1pm DACA Safe space event <ol style="list-style-type: none"> DACA/Dreamer workgroup every Wednesday <p>Sick Leave Pool Committee – Represented by Christal Niemeyer</p> <ul style="list-style-type: none"> • No Report <p>Eagle Family Weekend Committee---Represented by C. Cicero, L. Ray</p> <ul style="list-style-type: none"> • Looking for volunteers for SAC table during the Cookout 		

1. **Next Meeting:** Friday, November 17, 2017, 12:30pm.-2:00p.m., in CC 214.

President adjourned the meeting at 1:20.p.m.

Minutes approved 12-15-2017 (date)

Sarah DiStefano (not final unless signed by Secretary)

<u>Council Members:</u>	Roll	Minutes					
Aguiar, Theresa	X	X					
Amos, Linda	X	X					
Beck, Tracie	X	X					
Berkley, Melissa	X	X					
Bigos, Teri	X	X					
Bingham, Charlotte	-	-					
Bova, Diane	X	X					
Bright-Kerrigan, Cori	-	-					
Cargo, Lauren	X	X					
Cicero, Chelsea	X	X					
DiStefano, Sarah	X	X					
Harper, Debra	X	X					
Hartley, Ashton	-	-					
Ingrao, Jason	X	X					
Krupp, Patricia	X	X					
O'Leary-Fenwick, Andre	X	-					
Pinero, Ysatis	X	X					
Ray, Lisa	-	-					
Rojas, Robert	X	X					
Stabile, Roseanne	X	X					
Strunk, Lauren	-	-					
Thompson, Kirsten	X	X					
Ziegler, Natasha	X	X					

X: Attended/ Approve Motion

-: Absent

O: Deny Motion

A: Abstain