



## **Staff Advisory Council**

Friday, June 16, 2017 12:30pm-2pm

Cohen Center 214

### **AGENDA**

- 1. Finest of the Flock**
- 2. Call to Order**
- 3. Approval of Minutes from May 19, 2017**
- 4. Officer Reports**
  - a. President---TBA
  - b. Vice President---TBA
  - c. Secretary---TBA
    - i. Reminder to submit Committee reports
    - ii. July meeting is in SRHM 110
  - d. Treasurer---TBA
    - i. Budget Attached
- 5. Public Comment**
- 6. SAC Liaison Reports**
  - a. SAC Liaison: Dr. J. Michael Rollo
  - b. Faculty Senate Liaison: Dr. Michael McDonald
  - c. Student Government Liaison: Bradley Berry
- 7. Old Business**

- a. Information only: Reminder to solicit participant nominations for SAC Committees

## **8. New Business**

- a. Committee Sign-ups
- b. Re-cap of SAC Retreat

## **9. SAC Standing Committee Reports**

- a. **Planning and Staff Engagement**; Chair, TBA
- b. **Special Events**; Chair, TBA
- c. **Elections**; Chair, TBA
- d. **Employee Recognition**; Chair, TBA
- e. **Personnel Policies**; Chair, TBA
- f. **Bylaws Review Team**; Chair, TBA

## **10. University Committee Reports**

- a. **PBC**; Represented by TBA
- b. **Budget**; Represented by TBA
- c. **Enrollment/Retention Management**; Represented by TBA
- d. **Environmental Sustainability**; Represented by TBA
- e. **Information Resources**; Represented by TBA
- f. **Safety and Facilities**; Represented by TBA
- g. **Strategic Planning and Institutional Effectiveness**; Represented by TBA
- h. **ADA Advisory**; Represented by TBA
- i. **Campus Communicators**; Represented by TBA
- j. **Food Service Advisory**; Represented by Alex Masse
- k. **Grant in Aid**; Represented by TBA
- l. **Intercollegiate Athletic**; Represented by TBA
- m. **Parking Advisory**; Represented by TBA
- n. **Parking Citations**; Represented by TBA
- o. **One Book One Campus**; Represented by TBA
- p. **Faculty Senate**; Represented by TBA
- q. **Faculty Senate Institutional Affairs**; Represented by TBA
- r. **Title IX**; Represented by TBA
- s. **Diversity and Inclusion**; Represented by TBA
- t. **Sick Leave Pool**; Represented by TBA
- u. **20<sup>th</sup> Anniversary Celebration Planning**; Represented by TBA

v. **Eagle Family Weekend Committee;** Represented by TBA

**11. Adjournment**

**Next Meeting:** Friday, July 14, 2017, 12:30pm

**Attachments:** One (1) page SAC budget

## Staff Advisory Council

### LEGEND

SE = Special Events  
 PSE = Planning & Staff Engagement  
 ER = Employee Recognition

EL = Elections  
 MG = Miscellaneous  
 PY = Previous Year

### CURRENT BALANCE

\$5,085.65

## Other Accounts

Gabor Employee Award Fund \$4,427.00  
 SAC Scholarship Fund \$2,483.77

| CHECK/CODE | DATE       | TRANSACTION            | DESCRIPTION                        | WITHDRAWAL  | DEPOSIT     | BALANCE     | Column1   |
|------------|------------|------------------------|------------------------------------|-------------|-------------|-------------|-----------|
|            | 7/1/2016   | 15-16 Rollover         | Opening Balance                    |             | \$5,242.17  | \$5,242.17  | Cleared   |
|            | 7/1/2016   | 16-17 Allocated Budget | deposit                            |             | \$14,400.00 | \$19,642.17 | Cleared   |
| PY         | 7/11/2016  | Diane Peguese          | 15-16 PDP award winner             | \$125.00    |             | \$19,517.17 | Cleared   |
| Pending    | 7/1/2016   | Mike Forbes            | 15-16 PDP award winner (never us   | \$900.00    |             | \$19,017.17 | forfeited |
| MS         | 8/17/2016  | Pride Enterprises      | Name badges                        | \$60.75     |             | \$18,956.42 | Cleared   |
| MS         | 8/26/2017  | Brooke Niarhos         | Flowers - Niek Garcia              | \$158.69    |             | \$18,797.73 | Cleared   |
| ER         | 8/26/2017  | Tiffany Reynolds       | 2 giftcards - FOF                  | \$40.00     |             | \$18,757.73 | Cleared   |
| MS         | 9/15/2016  | Nike                   | Polos                              | \$358.04    |             | \$18,399.69 | Cleared   |
| PY         | 10/21/2017 | Transfer to Admin Svcs | End of Year luncheon 15-16         | \$1,000.00  |             | \$17,399.69 | Cleared   |
| MS         | 10/14/2016 | Nike                   | Additional polos/credit            | \$128.18    |             | \$17,271.51 | Cleared   |
| PSE        | 11/14/2017 | Diane Bova             | Coffee/Donuts                      | \$57.09     |             | \$17,214.42 | Cleared   |
| SE         | 11/14/2017 | Chartwells             | Drinks provided at Benefits Fair   | \$184.86    |             | \$17,029.56 | Cleared   |
| ER         | 11/21/2017 | Tiffany Reynolds       | \$20 GC to First Watch (FOF)       | \$20.00     |             | \$17,009.56 | Cleared   |
| MS         | 12/5/2016  | Nike                   | Additional polos                   | \$103.55    |             | \$16,906.01 | Cleared   |
| ER         | 1/3/2017   | Tiffany Reynolds       | \$20 GC to Starbucks (FOF)         | \$20.00     |             | \$16,886.01 | Cleared   |
| SE         | 1/6/2017   | Chartwells             | Hot Cocoa and Cookies Event        | \$171.95    |             | \$16,714.06 | Cleared   |
| PSE        | 1/13/2017  | Brooke Niarhos         | Coffee for Coffee Break            | \$33.90     |             | \$16,680.16 | Cleared   |
| ER         | 1/19/2017  | Tiffany Reynolds       | \$20 GC to Panera Bread            | \$20.00     |             | \$16,660.16 | Cleared   |
| PSE        | 2/1/2017   | Diane Bova             | Munchkins for FRC/GC               | \$25.03     |             | \$16,635.13 | Cleared   |
| ER         | 2/23/2017  | Tiffany Reynolds       | \$20 GC for FOF                    | \$20.00     |             | \$16,615.13 | Cleared   |
| PSE        | 2/28/2017  | Chartwells             | SAC Coffee Break                   | \$71.96     |             | \$16,543.17 | Cleared   |
| SE         | 3/16/2017  | FGCU                   | IOG session                        | \$1,900.00  |             | \$15,043.17 | Cleared   |
| SE         | 3/24/2017  | Lauren Cargo           | Mints/centerpieces - SIS           | \$52.60     |             | \$14,990.57 | Cleared   |
| PSE        | 3/24/2017  | Diane Bova             | Basket/giftcard - winner of pictur | \$20.57     |             | \$14,970.00 | Cleared   |
| MS         | 3/28/2017  | Nike                   | Addl polos                         | \$92.57     |             | \$14,877.43 | Cleared   |
| ER         | 3/28/2017  | Tiffany Reynolds       | \$20 GC for FOF                    | \$20.00     |             | \$14,857.43 | Cleared   |
| SE         | 3/30/2017  | Mission BBQ            | Catering Soar into Spring          | \$6,270.00  |             | \$8,587.43  | Cleared   |
| ER         | 3/30/2017  | Angela Kunkle          | PDP Winner (Hold)                  | \$1,000.00  |             | \$7,587.43  | Cleared   |
| ER         | 3/30/2017  | Suzanna Specht         | PDP Winner (Hold)                  | \$1,000.00  |             | \$7,587.43  | Cleared   |
| SE         | 4/6/2017   | Creative Event         | Chairs for Soar into Spring        | \$498.68    |             | \$8,086.75  | Cleared   |
| ER         | 4/6/2017   | Tiffany Reynolds       | \$20 Giftcard Pei Wei - FOF        | \$20.00     |             | \$8,066.75  | Cleared   |
| ER         | 4/25/2017  | Tiffany Reynolds       | Employee of the year awards        | \$117.00    |             | \$7,951.75  | Cleared   |
| SE         | 5/3/2017   | Chartwells             | Refreshments for SAC Assembly      | \$319.87    |             | \$7,631.88  | Cleared   |
| MS         | 5/5/2017   | Pride Enterprises      | Name badges                        | \$23.25     |             | \$7,608.63  | Cleared   |
| SE         | 5/5/2017   | End of Year Luncheon   | Help with cost                     | \$1,000.00  |             | \$6,608.63  | Cleared   |
| ER         | 5/5/2017   | Mike Forbes            | Unused PDP Award                   |             | \$800.00    | \$7,408.63  | Cleared   |
| PSE        | 5/16/2017  | Diane Bova             | Donuts/Gift card                   | \$22.98     |             | \$7,405.65  | Cleared   |
| Totals     |            | Transaction count: 37  |                                    | \$15,056.52 | \$20,142.17 | \$5,085.65  |           |





