Marcia White called the special meeting to order at 10:34 am.

**Strategies to support the administration’s budget proposal**

The Board of Trustees is conducting a budget workshop on May 15 at 10:00 a.m. in the President’s Boardroom. SAC members may attend.

The faculty are submitting a letter in support of the administration’s budget. Because Brian McGee suggested at our last SAC meeting that we do the same to show staff support, there was discussion about whether or not SAC should submit a letter as well.

There was a consensus that we should submit a letter of support, adopting some of the language from our Interim Report to President Benson. Marcia White and Anne McNeal will draft the letter and send it to the committee members for comment. They will ask Lynn Cherry for a copy of the faculty letter.

**Items for SAC meeting with the president**

Initial discussion: Should we ask the President for his response to our interim report.

We talked about the communication issue, especially because Aron had also brought it to the President’s attention at the town hall meeting. After our last SAC meeting, Ashleigh Parr and Jennifer McClerklin asked divisional representatives how information is communicated by the EVP in their respective area. It appears that the largest communication problem is in only one division. Therefore, at our meeting with the president, we will let him know that the problem appears to be in this one area, and ask that he work with the EVP. Aron Kuch will address the problem, referencing information about ways that other divisions share information that has been gathered by Ashleigh Parr and Jennifer McClerklin.

The topics that will be addressed at our May 16 meeting with the president are as follows. We will relate each topic to the College of Charleston Strategic Plan wherever possible.

1. Ask for SAC to be involved from the beginning of and throughout the process of the staff salary study planned for fall. Too often we are excluded and simply presented with the finished product that seems to have missed the mark because information we have wasn’t solicited.
2. Ask about the president’s strategy to require that all permanent employees receive performance evaluations. Because in the future, all CofC-originated raises will be merit
raises based on employees’ performance evaluations, it is essential that all permanent staff
receive annual performance reviews. Aron Kuch will research the state regulation and the
requirement as stated in the Faculty Administration Manual, and will find out the
participation rate for 2012.
3. Ask for transparency of communication regarding how the merit increases are implemented.
SAC will offer to help the president and EVPs communicate to the staff the process by which
increases are administered.
4. Ask where staff fits in the Board of Trustees organizational structure. What committee
should we be affiliated with?

**Merger talks between MUSC and College of Charleston**

President Benson plans to cover the status of the merger talks. We will ask him about the impact on
staff. Employees are concerned about their job security if a merger takes place.

Lynn Cherry, Speaker of the Faculty, had convened a forum on this topic Tuesday, May 7, 3:30 p.m., in
Wells Fargo Auditorium. Anne McNeal will forward the meeting information to the SAC members.

Marcia White adjourned the meeting at 11:45

Respectfully submitted,

Anne McNeal
Secretary/Treasurer
Staff Advisory Committee to the President