Staff Advisory Committee to the President
Communications & Concerns Subcommittee
January 16, 2014

Minutes
Attending: Susan Hallatt, Meredith English-Perrone, Amy Orr, Phil Stevenson, Rudy Alisauskas, Frank Budd.

Meeting called to order at 11:40am

Old business
Minutes from 12/12/13 approved.

Fitness/Gym Availability – Phil Stevenson reported that the Faculty Welfare committee would be willing to join their voice to ours, once data is compiled by the facility on student usage.

Tobacco-free policy – Meredith reported that Marketing will place the maps as an inset in the kiosks, as suggested by our committee.

Child care facilities – Meredith contacted Margaret Hagood earlier in the week but had not had a response. Issue tabled until next meeting to give Meredith time to obtain information from Margaret.

Campus access – Frank Budd contacted Deb Mihal prior to the Winter break, and she was very enthusiastic about enlisting the help of the SAC in promoting a more accessible campus. Frank will contact her again to discuss specifics. Issue tabled until next meeting.

Request for additional CARTA stop from Physical Plant – Rudy Alisauskas reported that Jeff Burns of CARTA gave the following response to Jan Brewton:
I never want to say ‘no’ to a great customer like you and the College. However, the walking distance from Calhoun and Meeting verses Calhoun and St. Philip to the Physical Plan will be 528 ft. verses 1,056 feet. This is 3 minutes of walk time verse 4 minutes of walk time.

In the northbound direction, the stop will have to be placed around the Knights of Columbus building because the bus will be moving into the left turn lane to turn on Meeting St. This will certainly be closer to the physical plant, but is only 528 ft. from the St. Philip St. stop.

The committee determined that a second stop, in light of the response from CARTA, would not be of enough service to enough staff to take the matter any further.

Newsletter – Susan Hallatt suggested that members of the committee should be given specific tasks and that someone needed to take charge of the newsletter formatting/editing. Phil Stevenson volunteered to put the newsletter together once all articles were complete, and Meredith volunteered to be chief editor/proofreader of final product. The entire committee will review the newsletter as well. It was agreed that January 30th would be the deadline for all materials for the newsletter, which should therefore be ready for publication on February 3rd. Topics for first edition:
a. SAC summary/list of committee and subcommittee members – Susan Hallatt
b. Bullet points on President’s meeting – Rudy Alisauskas
c. Division spotlights
   i. Business Affairs – Meredith will compile highlights
   ii. Student Affairs – Frank will compile highlights
   iii. Marketing (TBD)
   iv. Academic Affairs (TBD)
   v. Institutional Advancement (TBD)
   vi. Benefit links – Susan Hallatt will touch base with Marcia to find out where the
       previous list of discounts included on the SAC web page came from.

New business

*Staff Forum* – this topic was tabled until after the main SAC meeting, in order to set the date for
the Forum in spring 2014.

*Any new concerns from CofC staff* – no new concerns have been received electronically or
otherwise. Susan Hallatt agreed to compose an email to all staff encouraging them to once again take
advantage of this resource.

Meeting adjourned at 12:00