Staff Advisory Committee to the President
Communications & Concerns Subcommittee
November 14, 2013

Minutes

Attending: Susan Hallatt, Amy Orr, Phil Stevenson, Rudy Alisauskas, Walter Brown, Meredith English-Perrone.

Susan Hallatt called meeting to order at 11:40am

Minutes from previous meeting approved

Old Business

Tobacco-Free policy – Meredith informed the committee that marketing was working on a campus overlay that would illustrate all areas available for tobacco use.

It was mentioned that MUSC has gotten the city to agree to eradicating smoking from the sidewalks outside the building, and Meredith also pointed out that the city has an ordinance stating that smokers must be 25 feet from the entrance to any building.

CARTA requests from Marlene/Rickey – Herbert reported that eight to ten people would be interested in a new stop, that they would like the stop to be located in front of Physical Plant, 133 Calhoun St. at 6:40am and 4:00pm, and that this would involve the James Island Express bus route. Rudy will get a map and route specifics for this bus route for our next meeting.

Fitness/Gym facilities for staff – it was reported to the committee that the new fitness facility in the George Street apartments has the capacity to accommodate faculty and staff. It was posited that SAC (the main committee) petition Jeri Cabot for access; it was suggested that perhaps the faculty welfare committee might add their request to ours, Phil will check to see if there is an interest there. The committee also agreed that this might be a good question for the President next week.

Update on IT Projects for 2013-2014. CCS expressed concerns regarding the list of IT updates and projects, and the delay seen in finishing specific projects. The perception is that projects are often considered low priority by IT but high priority by the campus. The Budget form was mentioned as an example. Susan agreed to obtain a copy of the checkpoint list.

Staff Morale – issues raised again, including the seriousness of salary compression. Stressed the importance of keeping staff campus-wide interested in voicing their opinions, decided to send an email blast to staff after meeting with the President to stress any progress made and to encourage their involvement in the process through the online submission form.
**New Business**

_Dangerous Pedestrian Crossing, George & Coming_ – Walter Brown brought up the danger to pedestrians attempting to cross Coming Street at the George Street intersection. It was suggested we notify Public Safety; Amy also agreed to contact the Charleston city government regarding improving the signage at the intersection. It was also mentioned that plans are underway to make Coming Street two-way.

_Newsletter_ – Phil Stevenson has been looking at potential templates for the newsletter. It was agreed that at least initially it will be only one page, and that we will produce the newsletter in January.

_Staff Forum_ – Decision to move the timing of this event to the new year, maybe in March, was discussed and approved. PREVIOUSLY DECIDED: Amy Orr agreed to arrange the food with Aramark for this event. Susan Hallatt will find out about arranging for sound. Procedures suggested: a) index cards provided for staff who do not wish to stand up and ask questions, b) Ashleigh Parr, as chair of SAC, give a welcome and brief overview of the committee itself and its accomplishments in the last year (via PowerPoint presentation), c) a reminder of the existence of the on-line suggestion box, and d) a request for submissions for staff recognition (given confidentially) for the newsletter.

Phil Stevenson moved to adjourn; Meredith English Perrone seconded. The meeting was adjourned at 12:35.