Minutes of the Staff Advisory Committee to the President
November 20, 2014
President’s Boardroom

Attending: Ashleigh Parr, DeAnna Adams, Jane Reno-Munro, Charles Bradley, Frank Budd, Amy Orr, Karee Keefer White, Emily Padgett, Bronwyn Barron, Melissa Hartman, Teena Hamm, Ed Pope, President McConnell, Debbie Hammond

Not attending: Meredith E. Perronne, Susan Hallat, Michelle Futrell, Josh Bryson

Ashleigh Parr called the meeting to order at 10:33 AM.

Minutes from the 10/21/14 meeting were approved.

Old Business

Communication:
SAC members discussed their use of YAMMER
SAC committee found it to be more effective in creating a community environment than in serving as a formal communication tool
Guidelines and best practices should be created for this tool to maintain professionalism and standards
Other feedback included; that YAMMER feels casual but could be effective to share office information, faculty seem to like Yammer and this would open communication between faculty and staff, it would also benefit to have SGA members use YAMMER as well.
IT’s plan is to take YAMMER to the IT Executive Committee for approval then EVPS for approval upon receiving feedback from SAC and FETC

Compensation:
HR is working to update the staff compensation study report that was conducted in 2013, and SAC has requested access to a summary of the updated results to get a clear understanding of the issues. In addition to bringing all staff salaries up to market rates, areas of concern include compression as well as divisional, gender and racial compensation differences.
Once SAC has this data the committee can formally request funding to begin to bridge the gaps.
President McConnell informed us that the hire form is being updated to include the history of the position including salary information. That information will be taken into consideration when approving new hires and their starting salaries.
In an effort to redirect funds towards salary increases the College as a whole is trying to cut cost and all employees are encouraged to share any cost savings ideas with the President’s office.
Staff are specifically asked to contact the President’s office immediately if they see any type of building damage including water damage, as these issues often lead to a major operating cost.
A suggestion was made to align cost savings as well as spending initiatives with the College’s core values and mission statement. An incentive program for people to bring up cost saving measures was also discussed, and Ed Pope will review state regulations governing such programs.

Campus Climate:
SAC requested staff data from the Campus Climate Survey and Brian McGee is working to provide that data. This will allow SAC to pinpoint common areas of staff concerns.

Staff Events:
Staff Liaison and Staff Advisory would like to partner with campus departments to offer free campus event tickets to staff to help foster a sense of community. Yammer could be used as a mechanism to announce and market such offers.
Staff Liaison has reached out to the Department of Theatre regarding tickets to student performances. It was also suggested that we work with Athletics to request use of the President’s Box at TD Arena next year in conjunction with discounted staff tickets to a men’s basketball game. The President’s office has created a student emergency fund to assist students with hardships. They have started a causal dress day on Friday and staff can contribute a dollar to the fund and dress down as their work/campus schedules permit.

Performance Evaluations:
HR is working to open the evaluation period earlier this year with hopes that a longer evaluation period will result in a higher completion rate.

Fitness Center:
The usage data from the faculty/staff pilot program is being reviewed and the President’s office will send an email to campus before the beginning of the Spring semester regarding the status of the program.

Childcare/Eldercare:
With Superintendent McGinley’s resignation it is unclear as to whether there will be any forward movement towards the possibility of partnering with the school district and eastside community to establish a mutually beneficial childcare center. Michelle Futrell and Amy Orr are meeting with Faculty Welfare in early December and they will discuss this matter and the possibility of a creating a joint working group to focus on this topic of common interest.

New Business/Subcommittee Reports:

Staff Liaison Committee
- Meeting with Faculty Welfare Committee in December to discuss topics of common interest.
- Communication and Concerns
- In the subcommittee meeting it was brought to our attention that the State Health Plans are considered grandfathered health plans and therefore may not include certain consumer
protections of the Affordable Care Act that apply to other plans, for example, the requirement for the provision of preventive health services without any cost sharing. President McConnell suggested that SAC discuss questions or concerns related to the State Health Plans with Steve Osborne who is on the PEBA Board.

Ashleigh Parr adjourned the meeting at 11:22 am

Respectfully submitted,

Emily Padgett
Secretary
Staff Advisory Committee to the President