Minutes of the Staff Advisory Committee to the President  
September 25, 2014  
President’s Boardroom  

Attending: Emily Padgett, Josh Bryson, DeAnna Adams, Susan Hallatt, Ashleigh Parr, Michelle Futrell, Melissa Hortman, Jane Reno-Munro, Elizabeth Kassabaum, Bronwyn Barron, Teena Hamm, Charles Bradley, Meredith English Peronne, Amy Orr, Ed Pope, Debbie Hammond, President McConnell  

Not attending: Frank Budd, Karee Keefer White.  

Ashleigh Parr called the meeting to order at 10:31 AM.  

Minutes from the 8/12/14 meeting were approved.  

New Business:  
Introduced DeAnna Adams as Ex-Officio Temporary Employee.  

Old Business Review  

Fitness Facility:  
About 40 Faculty and staff have signed up to use the facility. The SAC will keep an eye on these numbers and send reminders out as needed.  

Childcare/Eldercare:  
Amy and Ashleigh have provided materials on childcare and eldercare, and the HR website has some resources available.  
- There will be a workshop with SAVE on caring for elder parents and they are looking at doing a workshop on dealing with dementia. There is also a link to the Lt. Governor’s Council on Aging. HR is working on getting more material out to staff. There are also upcoming depression workshops as well. HR will put out a reminder for employees about the SAVE program.  
- MUSC reached out to the SAC through ECDC with their Childcare Committee to expand the same questions we are asking. There could possibly be a chance to collaborate with MUSC on their Childcare Committee; however, MUSC needed to focus on extended evening hours for hospital workers. This would be good for Collaboration Council and President McConnell would raise it with them.  
- Michelle is on the Agenda for November for the Faculty Welfare Committee to talk about childcare
Meredith suggested the Horizons Project for childcare and elderly care could be a viable option.

**Staff Events:**
Reminded President McConnell that we are here to assist for Town Halls or any needs for staff events.

**Communication:**
Newsletter is a great improvement and we should start focusing on working with disseminating our message in partnership with President’s office.

**LISTSERV:**
At the next SAC meeting IT will present a demo of YAMMER, which is a networking service that could be used for campus communications in lieu of LISTSERVs. They will also present to the Faculty Education Technology Committee.

**Compensation:**
Staff Compensation Study done last year was a great step forward for us. The question of how the study is being used for the College was raised in which HR said that the EVPs and leadership used it for a general idea of where they stand. It was also asked if the compensation issues and pay inequities will be taken a look at to which HR replied that is the goal. HR now has tools to maintain the study that we did and hopefully by next year we’ll be able to focus more on the compensation and pay inequities issues.

**Campus Climate:**
The campus climate study results will be provided to our campus soon. Dr. Rankin is finalizing the results and will come to campus on October 9th to present the data to the EVPs and Campus Climate Committee. On October 10th she will do two open sessions to invite employees back to give suggestions. After the findings are presented a committee will then come up with prioritized ideas. There is area for SAC to have a role in this in regards to promoting the survey that will be posted on MyCharleston and will be open for all to look at.

**Performance Evaluations:**
The Performance Evaluations have rolled out the planning stage and all employees will now be evaluated on the same site. HR commented that we should do the planning stage up front then do the evaluation series. HR is looking to push up the date for evaluations in November or December and plans must be done before evaluations. HR is looking to do 360 degree reporting from the bottom up. HR is trying to get a handle on the evaluation process itself and would like to get this stable before moving on to a campus wide evaluation. Temporary Employees can be evaluated using a paper form available in HR.

**New Business**

**College of Charleston Mission:**
The New Mission Statement for the college has been approved. We are still a liberal arts college but with a research component. We are the only college where the university is part of the college but the college is not part of the university. The university degrees will actually come from CofC. This new
research mission statement will not take away from the undergraduate mission. We want to strengthen our bases in computer science, information management and logistics. We are years off from giving a PhD and this will be worked out first with the Faculty then the SACSCOC then the Commission of Higher Education. President McConnell reassured us that the merger talk is off the table and we will be in control of our own destiny. The new diploma will reinforce that the University of Charleston, South Carolina will be a part of College of Charleston and the graduate school will now be known as the University of Charleston, South Carolina at the College of Charleston.

The Graduate School representative raised some questions and President McConnell agreed to look at.
- Separate budget for Graduate School
- The Graduate School was encouraged to send their ideas to the President and sketch out their needs

Executive Vice President Searches:
The Provost search will start after the Student Affairs EVP search. The AVP, vacant by M. Thomas, will be filled after the EVP position is filled. President McConnell confirmed that he just signed off on a position description and is ready to present it at the next board meeting. The Provost Search will open at the end of this semester and the new Provost will begin work before the start of the next academic year. President McConnell would like to take this first semester to see how things truly work from the inside, but assured the SAC that he is most interested in promoting from within and wants to make the best choices for CofC. Student Affairs is at the top of his list.

Affordable Care Act Update:
Temporary employees who are considered full time under IRS guidelines will be offered benefits January 1st. Next week HR will start announcing how to handle this as they are trying to work within the federal guidelines and are working with the state and legal affairs. A Full time employee at 30 hours a week for 12 months will be offered open enrollment for October. Those hired during this time who are considered full time will be given this option as well. The fees are comparable to those of permanent employees. If temporary employees fall under these criteria they will be sent a letter from HR letting them know of this update.

Ashleigh Parr adjourned the meeting at 12:03 p.m.

Respectfully submitted,

Emily Padgett
Secretary
Staff Advisory Committee to the President