Minutes of the Staff Advisory Committee to the President
December 15th, 2015
Randolph Board Room

Meeting called to order at 1:00 pm

Attending: Ashleigh Parr, Ed Pope, Teena Ham, Maura Hogan, Susan Hallatt, Michelle Futrell, Erin Blevins, Karen Hauschild, Melissa Thomas, James Ravenel, Seaton Brown, Sarah Loge, Joyce Wilson, Emily Padgett

Not Attending: Charles Bradley, Diane Cumbie, Kelly Mottola,

- Sub-Committee Meetings
  - Staff Liaison -
    - Spirit Day Proposal -
      - Need to discuss with Pres. McConnell and will be on the Agenda
    - Iron on Patch - revisit in the new year
    - Button Image - will be a little bit larger
  - Communication and Concerns -
    - Staff Appreciation Date - June 16th
      - Need to confirm date with President
    - Staff Nominations
    - Spirit Award - and trying to include people with uniforms
    - Discussed having a golf cart parade for departments or teams
  - Membership
    - Election forms are getting put together
    - When we made changes to bylaws last year there was a slight oversight; will only be electing two At-Large representatives this year

- Old Business
  - Inclement Weather Communication
    - Response from earlier inquiry:
      - There are two different systems: 1. used for important but non-emergency information and 2. Cougar Alert, used in an emergency situation.
      - The number of people subscribed versus modes of communication vary greatly; there are also 250 bad numbers
      - So far there are 1400 people subscribed; 250 bad numbers, 1200 with email and text
      - Concluded the Cougar Alert should have been used announcing that classes were cancelled
• Suggested ways to get the message out about the decision making process for what constitutes a Cougar Alert- it was suggested that article in Portico be considered that would share the decision making process in weather-related decisions.
• Suggested that a memo to the President be drafted concerning using the Cougar Alert mode of communication
  ▪ A larger part of the conversation about intruders on campus homes should be shared with Cougar Alert System
  ▪ Proposed to have Public Safety come in and discuss the protocol for Cougar Alert - will reach out to Robert Reese and Paul Patrick and Randy Beaver

  o Stand Up Desks
    ▪ Committee to still looking for more information
    ▪ There is grant funding that could be available to us; but is mostly sourced out of HR
    ▪ Lighten Up Charleston - we’re not a member but could join as an organization - gives us access to community educational workshops on movement, weight loss, non-smoking, there is a step tracking program as well
    ▪ There are also awards that we could apply to as a healthy workplace
    ▪ Susan, Seaton and Michelle will meet to discuss next steps and an HR representative will be designated to join the sub-committee that is being expanded to Wellness not just stand up desks.
    ▪ CofC Teams for Bridge Run and other runs around the city
    ▪ There was a motion and it was seconded that an ad-hoc sub-committee on Wellness be created to move these ideas forward.

• New Business
  o Ideas/Concerns from the Campus
    ▪ Call for Cost Saving ideas for budget -
      • First ask what other divisions are doing
      • Suggested we host a Town Hall meeting in Stern Ballroom to discuss budget in lieu of our 1/14 meeting with the President - with shared ideas; and questions could be answered; we could invite Steve Osborne or President McConnell; to happen in January; posters should be made to put out in break rooms; an all staff email can be sent out to inform about the Town Hall meeting; as an opportunity for staff members to come forward and share ideas and get an update on the budget; can also write it out on an index card
      • Motion was made and seconded to suggest a Town Hall meeting to the President. Karen will offer this suggestion to President McConnell an await feedback.
    ▪ Temp employee parking -
      • Temporary employees have to pay the full price in the first six weeks
• Temporary employees are paid in arrears, so many times they end up spending a significant amount of money just on parking on the front end instead of having their bi-monthly paycheck deducted
• Perhaps issue with parking services
• Temporary employees are notified during training about parking
• Ed Pope will look into this matter
  ▪ Staff training opportunities at nearby schools
    • this will be tabled for discussion at the next meeting
  ▪ Student benefits for employees paying tuition
    • Hauschild to investigate

As a reminder our Meetings are open to all

Meeting was closed at 2:07 pm

Respectfully submitted,

Emily Padgett
Secretary
Staff Advisory Committee to the President