Staff Advisory Committee to the Present
College of Charleston
February 22, 2017
Beatty Center, 301
Meeting Minutes

Present: Teena Ham, Sandra Cultra, Domenico Ruggerio, Chris Marcus-Kitchings, Rudy Alisauskas, Ed Pope, Cheryl Wingert, Walter Brown, Kimberly Gertner, Karen Hauschild, Cicely McCray, Shannon McKenzie, Sarah Franciscus

Absent: Maura Hogan, Diane Cumbie, James Ravenel, Erin Blevins

Call to Order – 10:08 am

Approval of Minutes
The minutes were approved.

Sub-Committee Reports

Staff Liaison (Domenico Ruggerio reported)
Domenico received an email regarding lack of coverage for covered dependents’ contraceptives. Faculty Wellness Committee is also discussing this and is sending a petition to legislative leaders. The petition will be circulated. A discussion about women’s benefits followed, including the lack of coverage for full annual wellness exams. Ed indicated that this concern had been raised in the past and brought to PEBA’s attention and no changes were made. A decision was made that SAC will make the petition available to staff.

Communication and Concerns (Teena Ham reported)
Teena reported the lock on the suggestion box that was in IT has been removed and it requires a new lock. The new verbiage that will be placed on the suggestion boxes has been sent to Marketing for approval.
Teena suggested that the following awards (or something similar) be added to Awards Day:
   Spirit (most spirited)
   Morale Booster
   Most Professional
   Funniest
There was a discussion regarding adding awards and some concern was raised about ability to define the criteria for the awards, and that it might be difficult. Other ideas for recognizing staff ensued.
One idea was to spotlight someone in a newsletter or monthly webpage, possibly long-term employees. The committee will look into producing something to spotlight an employee that is circulated to all staff.

A timeline for nomination of awards has not been set yet. Last year it was mid-April to May. Awardees should be currently employed.

Membership (Shannon McKenzie) Shannon reported that the nominations were open through Feb. 26 and extended amount of time to give more people the opportunity to nominate.
Membership (continued)
Shannon will send an email to division heads of Academic Advising, Marketing, and Business Affairs to nudge the employees to self-nominate if they have an interest.

New Business
Sarah brought up the concern that minutes are housed on our website and while they can be viewed by all staff currently, staff may not be going out to the site to view them. In the interest of being more transparent and letting staff know what the Staff Advisory Committee does, a decision was made to disseminate the meeting minutes to staff. Additionally, division representatives will formalize their representation to their groups through emails as another way to reach out to all staff.

The Summary of Best Colleges to Work for is available on MyCharleston. Login information is your own user name and password.

A group from Francis Marion University was here in February at the invitation of faculty. FMU ranked in the Best Colleges to Work For. FMU shared information about their shared governance and their process for 360° review for the president.

The Diversity Review Committee Recommendations are available by request. Any requests for the report can be sent to the President’s Office.

There was a question whether professional development funds would be made available to staff for next year.

Temporary Employees
A concern was raised about losing good temporary employees. Ed offered there is an option for the department chair to request a FTE for a temporary position, while this would not mean an FTE would be added, it could serve as a documented request. He reminded the Committee that they have converted some long-term temporary (over 10 years) employees and the President is in the process of converting others who have a long-term duration at the college.

The meeting was adjourned at 11:03

Recorded by Cheryl Wingert