Staff Advisory Council
Minutes
Thursday, April 2, 2015, @ 10:30am
Edwards 164

Members Present: Bill Edmonds, Sandy Cannone, Matthew Crawford, Samantha Kite, David Betsch, Robyn Diven, Allison Tanner, Lisa Dent, Bertha Fladger, Dan Lawless and Lisa Bernadyn.

Members Absent: Lynn Silver, Melissa Todd, Kevin Bowers and Judy Davis.

Approval of Minutes: A motion was made to clarify a statement in the minutes. It was voted upon by the council and a motion to accept the March 12, 2015 minutes was made by Sandy Cannone and seconded by Matthew Crawford. The minutes were approved by the members.

Old Business

Follow up discussion on the following items:

- Suggestion: “Athletics should do a promotion to trade in USC or Clemson shirt for a CCU ticket, to engage community pride.”

  B. Fladger shared after speaking with Matthew Hogue, Director of Athletics, she received the following response, “Great idea, I will talk it over with the staff and determine how to best implement.”

- “I am just interested to find out if there will be additional work done to the new crosswalk on University Boulevard. The initial work is terrible and is going to destroy the front end of cars. Please consider fixing this poor work.”

  D. Lawless forward this suggestion to Rein Mungo, Interim Director of Facilities.

New Business

Suggestion Boxes:

- There was a suggestion in Sand’s Hall suggestion box, “Better shuttles and Chem teachers.”

  D. Lawless will forward this suggestion.

- Web Page Comments:

  Suggestion:

  “The HTC limited membership is a terrific opportunity for family members/significant others of faculty and staff at CCU. This allows people directly tied to the CCU community (through relationships) to enjoy a symbiotic relationship with the University - they enjoy the benefits of the health facilities while the University enjoys the benefits of the membership dues. However, the provisions of the membership are not the best service to the faculty/staff with whom those holders are connected. The provisions state that holders of this limited membership cannot utilize the gym between 10 am and 8pm. This means that staff/faculty members associated with these membership holders can only go to the gym together before 10 am and after 8pm. Staff members especially who are bound by 8:00-5:00 schedules and cannot be at work early to enjoy the gym during those times do not benefit from this arrangement. What faculty/staff member wants to leave the University at 5, drive all the way home, and come back after 8 pm? Could this provision be changed to after 5 pm to better serve this group of constituents?”
D. Lawless will forward this suggestion to Jody Davis, Director of Campus Recreation, and will also ask about changing the summer hours.

- “Is it possible that summer hours could be implemented when there are no classes and students are not on campus? Such as spring break and when the students are not here during winter break. Staff would work their normal 37.5 hours with an adjusted schedule. This would improve productivity during this time and would boost morale.”

B. Fladger forwarded this suggestion to Dr. Dyer, Executive Vice President and Chief Operating Officer, and received the following response, “Thanks for passing this along. On consideration, while some staff might enjoy benefits from this adjustment, it would be a complication for many other members of our staff. The summer schedule works because it is for 10 consecutive weeks and staff can plan accordingly with one adjustment at the beginning of summer. Switching back and forth from 7.5 hour days to days with extended or shortened hours for one or a few weeks during Spring and Winter breaks would negatively impact scheduled events for many staff, especially those with children in daycare or other fixed commitments before and after normal working hours. And if productivity and morale are lagging -- and we have no indication that they are -- we'd need to institute changes other than a simple adjustment of working hours. If you or the person who submitted this would like to discuss it further, I'd be glad to do so. Thanks again.”

- “We really appreciated getting our carpets cleaned in the Wall building this week. However, it appears that no one was notified that this was going to take place. Is it possible to send out an email in the future, so that we can pick up our stuff up off the floor prior to them being cleaned? Thanks”

S. Cannone will forward this suggestion to Buddy Hendrick, Director, Facility Operations Facilities Planning and Management.

- “There are parking spaces that are held during normal business hours (Fac/Staff spaces) for various events around the Student Union. This makes it difficult for staff members to park and I often have to stay after dark. Could the people that come to certain events that these spaces are reserved for park at a lot on the outer part of campus and have a trolley reserved to take them to the event?”

M. Crawford will forward this suggestion to Mike Cook, Parking Services Supervisor. Mr. Crawford will also inquire to see if a sign can be placed on the cones so when parking is reserved, it can state who the parking is reserved for.

**Additional Discussion items by members:**

- Carissa Medeiros, Director of Emergency Management Safety and Transportation, was present at the meeting to address concerns and explain the process when the University closes due to inclement weather.

Ms. Medeiros explained that a group of people on campus, The Emergency Management Team, reviews all of the information that goes into a closing or delay. As a part of that process, a notification message for the university community is drafted and sent out by University Communication.

When notification messages are distributed via the CCUalert system, there are a limited number of characters that each message can contain. If there is more information that needs to be conveyed than will fit into the CCUAlert, the message will also include instructions to check campus email and/or the campus website for additional information. Those formats are unlimited, and allow all of the detailed information to be conveyed.
Carissa met with William Plate, Vice President for University Communication and Martha Hunn, Associate Vice President for University Communication, and it was determined there will be a designated space for frequently asked questions for winter weather on the Emergency Management website.

**Adjournment:** The meeting was adjourned at 12:00 pm.

**Next Meeting:** The next SAC meeting will be held April 23, 2015 in Edwards 101.