Members Present: Matthew Crawford, Kevin Bowers, Jim Streicher, Lynn Fox, Sandra Hatcher, Dee Braswell, Tukonya Vereen, Cameron Mott, Lee Carter, Misti Williams, Diane Wilson, Shane Tay, Bill Edmonds, Dan Lawless and Lisa Bernadyn.

Members Absent: Lisa Bellamy, David Betsch and Derek Doss.

Approval of Minutes: A motion to accept the June 1, 2016 minutes was made by Bill Edmonds and seconded by Shane Tay. The minutes were approved by the members.

Old Business

Follow up discussion on the following items:

Suggestion:

- “That the university provide “This call may be recorded for quality assurance” to all or departments that frequently deal with angry people. That way there is no question as to the quality of the phone call. It is really the only way that employees can feel secure.”

J. Streicher reported the following information after his conversation from Abdallah Haddad, Chief Information & Technology Officer. “This may be more of a policy question for the administration as to whether or not we would want to implement this as a university. He suggested that we should go in that direction for feedback, as ITS could not implement something like this without the administrations direction to do so.”

D. Lawless will address this with Dr. Byington, Provost and Executive Vice President, and President DeCenzo.

D. Lawless sent an email to President DeCenzo on behalf of the council, asking that the feasibility of such a system be considered by the Executive Council. Mr. Lawless also volunteered that the Staff Advisory Council would be happy to assist that process in any way.

D. Lawless reported there has not been a formal response.

D. Lawless reported the Executive Council is taking this suggestion under review.

- “As a fairly new staff member, I am interested in moving forward with a master’s degree. When I attempt to find the policy regarding compensation, I cannot find anything other than the tuition waiver/reimbursement policy. Since appropriate approval is required for these programs, will compensation follow and what is that policy? Some of my colleagues have mentioned that it comes with a salary increase. Thank you for your time.”

D. Lawless spoke to Kim Sherfesee, Director of Human Resources/EEO Officer, regarding this suggestion. It was reported at this time there are a number of policies that are being worked on. There is not a formal response at present time.

D. Lawless reported after speaking with Kim Sherfesee we are still waiting for a formal response.
This suggestion was in Baxley Hall. "Why is it that students can park anywhere during finals even in employee without being ticketed? Employees still need to park."

D. Lawless will address this suggestion with Phillip Moore, Major of Operations Public Safety.

D. Lawless reported he spoke with Philip Moore, Major of Operations Public Safety. Major Moore confirmed this is a policy from Chief Roper and they tend to be more lenient during this time period. Mr. Lawless will follow up with Chief Roper.

_D. Lawless reported after speaking with Chief Roper, during this time there is less faculty on campus which frees up additional parking spaces. Public Safety is more lenient with students during the time of finals._

I know that in the past CCU has held a formal party/reception around the holidays for faculty and staff. I think that bringing this tradition back would be a great morale booster for the campus. It also has the potential to contribute to the endowment campaign as the university could sell tickets or have a cash bar to raise funds. The function could be held on campus in one of the ballrooms and live music could be provided by one of the many bands or musicians affiliated with the campus (students or faculty).

I think that this has the potential to become a welcome tradition on campus. It will help CCU faculty and staff mingle outside of their respective departments and offices and meet others on campus, thereby creating a real CCU community."

D. Lawless will address this suggestion with Eileen Soisson, Executive Director Training, Development and Service Excellence.

_D. Lawless reported he was informed the holiday party falls under Shawn Sease, Director of Special Events. Mr. Lawless addressed this suggestion with Ms. Sease who then forwarded it to Jennifer Packard in the President’s Office, since the funds come out of that office._

It would be easier for the contractors and employees if the one lane road is one way when they start paving. When they were breaking it up, there were two flag people - one on each end. More often than not, I met either a car or a golf cart on the road even though I had just waited ten to fifteen minutes for my turn to go. Several times I witnessed a golf cart go around the line of cars and the flag person only to meet a car coming from the other direction. One had to back up as there was no room to pass. It is also not feasible to have someone man each turn and parking lot. One way would be the way to go. Thank you!

D. Lawless will address this suggestion with the appropriate department.

_D. Lawless did address this suggestion and the work was already in process of being completed._

**New Business**

**Suggestion Boxes:**

Suggestion:

- “Should have a concrete walk way between Lackey Chapel and the Woods going to parking lot.”

S. Hatcher will address this suggestion with Rein Mungo, Director Facilities Planning & Management.

**Web Page Comments:**
Suggestion:

- “Is it possible to get a Lost and Found lock box put in the main hallway outside those offices for after hours, weekend and out-of-the-office drops? Many times I have come back from the weekend or a meeting to find keys hanging on my door or a phone propped up on the floor. A box in the hallway outside the suite near my office would be very helpful. Of course, larger items could not be put in there. Thank you!”

D. Lawless will address this suggestion with the appropriate department.

- “Due to the recent bathroom law- it would be nice if all of the older restroom stalls on campus such as in Kimbel, Baxley, Kingston etc. where the stalls have large gaps between the walls and doors were updated to resemble the newer stalls in HTC and Lib Jackson, where there are no gaps in the walls and doors and both are closer to the floor for privacy. This may also prevent potential title IX issues in restrooms.”

D. Lawless will address this suggestion with the appropriate area.

Additional Discussion items by members:

- The council was asked previously to review and approve the Code of Ethical Conduct. A motion to approve the Code of Ethical Conduct was made by Jim Streicher and seconded by Tukonya Vereen. The Code of Ethical Conduct was approved by the members.

- D. Lawless asked the council to review the Strategic Plan, specifically 5.3.5. Mr. Lawless asked each council member to be prepared at the next meeting with suggestions and ideas on how Staff Advisory can improve/strengthen their advocacy role.

  Several suggestions were shared among the council members. Mr. Lawless asked the members to continue to research and bring ideas/suggestions to the next meeting.

- D. Lawless acknowledged and thanked the following members who will be ending their service to the Staff Advisory Council: Bill Edmonds, Matthew Crawford, Kevin Bowers and David Betsch.

Adjournment: The meeting was adjourned at 11:00.

Next Meeting: The next SAC meeting will be held July 14, 2016 in Edwards 164.