Staff Advisory Committee (SAC)
Minutes
10:30 a.m., Tuesday, July 22, 2008
Dawsey Conference Room

Committee Members
Present: Laura Barr, Araleigh Beam, Nancy Burton, Nick DeFuria, Cookie Elston, Bertha Fladger, Joyce Flowers, Cynthia Johnston, Regina Lee, Geoff Parsons, Larry Robbins, Jeniffer Silver, David Spain, Melissa Todd

Absent: Rein Mungo

Approval of Minutes:
Melissa Todd requested the word “net” be replaced with “rim” under the Suggestion Updates. Joyce Flowers moved to approve June 24, 2008 and July 8, 2008 minutes with corrections. Geoff Parsons 2nd and the motion passed.

Old Business:
Childcare Survey
The survey was available to 1,473 staff members, 250 (17%) people responded to the survey. The committee was informed that 57% of the respondents indicated readily available infant care and child care slot in a university facility would be “Very Useful”, while 65% of the respondents thought a reworking of the University’s calendar to fit more closely with the primary and secondary school calendar would be “Very Useful”. 77% of the respondents indicated that they were very supportive of implementation of policies to enhance readily available child care.

Committee members were apprised that there was no response to question 12 of the survey due to technical problems, but that the missing data did not adversely affect the results of the survey. A committee member recommended that future survey efforts strive to increase the involvement of the Institutional Research and Information Technology departments in order to achieve optimal survey performance and results.

Christmas Bonus, floating holiday, and four-day work week
The Committee was informed that these issues are presently subject to research and review by the University administration.

Mileage Reimbursement
The Committee was informed that this issue is presently subject to research and review by the University administration.


Campus-wide Courier Service

The Committee was informed that these issues are presently subject to research and review by the University administration.

New Business

University Branding

A committee member reported on efforts to expand licensing of University-related products. LRC, the corporation contracted by the University to market University-related items is pursuing a pro-active campaign to place CCU merchandise in new venues. Committee members were encouraged to contact Trenny Neff, Public Information Coordinator, with any suggestions for potential markets or vendors.

A representative from the University’s Marketing Department will be in attendance at the August 5, 2008 SAC meeting to present a more detailed report on University marketing efforts.

Suggestion Boxes

1. The committee noted that suggestions regarding a four-day work week and the status of proposed salary increased have previously been discussed, and thus were not readdressed.

2. A suggestion was received to expand shuttle service to the University from the southern portions of the Grand Strand. The Chair noted that in a recent letter, Dean Hudson indicated that the University contracts shuttle service with Coast RTA which is alone responsible for the choice of its routes, and that Coast RTA has no plans to expand its southern routes at this time as it is exploring adding routes to serve the western parts of the county. Coast RTA routes from the University to Gateway Plaza in Conway will continue, but those to Broadway at the Beach will be limited.

3. A suggestion was received that the University expand its program of offering free credits to staff members. Presently staff members may take two undergraduate or one graduate course per semester at no charge. The committee determined that this issue should be addressed by the Human Resources department.

4. A suggestion was received that the University offer discounted or free tuition to the spouses and/or children of staff members. A committee member pointed out that South Carolina state law prevents the University from using state funds in this manner. If the University were to offer such a benefit, it would have to provide for the program from University funds. Presently the Faculty Senate is exploring the viability of such a program.

5. A suggestion was received that employees of the CCU Testing Center not be permitted to bring their pets to work. Members of the committee noted that this problem is not limited to the CCU Testing Center. Jeniffer Silver will research current University policy on this issue and report back to the committee.
6. A suggestion was received that reusable water bottles be provided (free or at minimal cost) to University employees. The committee discussed the advantages and disadvantages of this proposal. The consensus of the committee was that the University would profit from enhanced recycling efforts that not only strengthen our commitment to environmental concerns, but also generates revenue for CCU. Joyce Flowers, Geoff Parsons, and David Spain were commissioned to contact Sandy Williams (Director, Facilities Planning & Management) regarding expanding placement of recycling containers in University buildings and on University grounds.

7. A suggestion was received that retired staff be allowed to retain their CCU e-mail accounts and that a greater effort be made to include them in special events (summer picnics, holiday gatherings, etc) on the campus. The committee agreed that retired staff members should be included in special events, but were uncertain of University policy relating to e-mail accounts for retired employees. Regina Lee will investigate the present policy standard and report back to the committee.

8. A suggestion was received that a pedestrian walkway joining East and West Campuses be constructed over Highway 501. The committee acknowledged that such a project is currently planned for an undetermined future date.

9. A suggestion was received that the Salary Compensation Study needs broader participation. The committee determined that the issue is beyond its purview, but that a report will be posted in the SAC minutes offering an explanation of the Study relative to the SAC.

10. A suggestion was received that picnic tables be provided for East Campus buildings (FCCP, CSCC, and CMWS). The committee will refer this request to Sandy Hatcher (Facilities Planning & Management).

**Applause Program**

The committee received a report concerning a program (tentatively, The Applause Program) to boost staff morale by recognizing employees who go above and beyond the call of duty. Much work (a final name for the program, a mechanism for submitting honorees, and a method of rewarding them) remains before the program can be launched. One committee member observed that Lamonica Yates of Human Resources is currently developing a similar program. The committee charged Nancy Burton and Jeniffer Silver with contacting her and report back to the committee.

**Public Safety**

The committee discussed the possibility of having Larry Robbins present a Hurricane Preparedness Plan briefing, but did not set a date for the report. The committee also discussed the campus-wide alarm system. Bertha Fladger will investigate the progress of program and report back to the committee.

**Childcare Survey**

The committee members were asked to review the results of the child care survey and forward any comments or suggestions to Regina Lee.
**Next Meeting:**  
The Committee will meet Tuesday, August 5, 2008 in the Dawsey Conference Room of the Singleton building.

The meeting was adjourned at 11:53 a.m.