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

Absent: AraLeigh Beam, Jeniffer Silver, Joyce Flower, Rein Mungo

Approval of Minutes:
Nancy Burton made a motion to approve the September 30 meeting minutes; Cookie Elston seconded. The minutes were approved.

Old Business:
Student Concerns in Staff/Faculty Mail Box
We received student’s suggestions in the CINO Grille box. Laura Barr will forward the student suggestions to Haven Hart, Assoc. V-P of Student Affairs.

Access to Campus Facilities Across Highway 501
A comment was received about the inconvenience and cost of using personal vehicles for tasks at campus facilities across Highway 501. The research for a campus wide messenger service is underway.

Holiday Exchange:
Along with other members of the campus population, the committee determined this to be inappropriate and the survey was cancelled.

Sick Leave
Reference the suggestion box comment page for details. Jeniffer Silver will research and bring her findings to the next meeting.

Pay Bands
The Chair reported that the Pay Band 2 compression study is complete. This resulted in more equity within this pay band. A request to purchase (RFP) to hire an outside consulting firm is in process. This consulting firm will analyze our current structure and make recommendations for the future. This may be a 1 to 1 ½ year process.

Sun News 31st Edition about CCU
A comment was submitted about the use of funds for the new arena and it not having everything that is needed once it is built. Dr. DeCenzo stated that he would be more than willing to sit down with the person who submitted the comment and explain the use of the money.

Motorcycle and Moped Parking Committee
Dr. DeCenzo requests the SAC to draft a proposed policy and send it to him. Nick DeFuria and Geoff Parsons will research motorcycle and moped parking.
**Staff Information Sharing**
This is a very important topic for the Committee. Staff would like shared with other CCU Staff, i.e., joys, tragedies, births, universities, etc. Laura Barr, Bertha Fladger and Nancy Burton were asked to serve on this Committee.

**Recycling Efforts**
A Committee was formed to work with Marissa Mitzner to increase staff’s knowledge and support for recycling. David Spain, Nancy Burton and Bertha Fladger were named as committee members.

**Flexible Work Week**
Coastal Carolina University should be proactive on how to help our students, staff and faculty save money in the face of such challenging high gas prices. A 4 day work week and changing classes to Monday through Thursday were discussed. The department of Human Resources is working on this.

**New Business:**

**Staff/Faculty Suggestion Box**
The moving of the location of the Staff/Faculty Suggestion Box was discussed. After the discussion it was determined to leave the suggestion box in the CINO Grille and add a box to the Singleton building. Geoff and David will work together as to the location of the new Staff/Faculty Suggestion Box.

**CCU Online Bulletin Board**
The CCU Online Bulletin Board was discussed; in particular, the “For Sale” section. It appears that someone, other than an employee, has 9 real estate listings posted. There was discussion of how items get out there and who monitors the Bulletin Board. Regina will contact Donna Rogers.

**Meeting Comments/Questions**
In the event that a committee member is unable to attend a meeting, he/she should convey comments or questions to the Chair.

**Rating of Supervisors**
A committee member presented a comment submitted to him on the implementation of a system for employees and students to rate their supervisors. After much discussion, the Committee agreed that the University should offer mandatory training for supervisors. Miscommunication between the supervisors and staff is a big issue.

**Child Survey**
A comment was received from an Instructor on the Family Medical Leave Policy and Child Care Survey. AraLeigh Beam was investigating this, and will be asked to bring the results to the next meeting.

**Reporting Leave Time Online**
The hassle of the Administrative Assistants recording of personnel leave time online was discussed. This will be referred to the Department of Human Resources.
Plan of Action:

- Pet Friendly Policy – Laura Barr and Cynthia Johnston
- Mopeds & Motorcycles – Nick DeFuria and Geoff Parsons
- Sick Leave Policy @ CCU – Jeniffer Silver to bring in CCU policy for discussion
- Information Sharing – David Spain, Bertha Fladger and Nancy Burton
- Items for Sale on the Web – Regina Lee
- Senior Age Limit & Child Survey – AraLeigh Beam

Next Meeting:
The SAC will next meet on Tuesday, October 14th at 10:30 a.m. in the Dawsey Conference Room of the Singleton building.