Staff Advisory Council
Minutes
Tuesday, November 19, 2013 @ 10:30am
SNGL 112

Members Present: Del Altman, Dana Booth, Sandy Cannone, Judy Davis, Robyn Diven, Jesse Gaither, Judy Hawkins, Caroline Madden, Jessica Marquet, David Russell, Lynn Silver, and Sandy Williams

Members Absent: Bertha Fladger, Theresa Greene, Matt Hogue, Paula Holt, and Melissa Todd

Approval of Minutes: A motion to accept the October 29, 2013 minutes with one amendment (change D. Booth to present) was made by S. Cannone and seconded by L. Silver. The minutes as amended were approved by the members.

Old Business

- Suggestion: “Is it possible to install lighting along the side walk next to wheelwright auditorium. The side that faces Baxley Hall?”

S. Williams responded that after checking we found that there is power to the area. Therefore, installation of lighting in this area will occur in the New Year.

- Suggestion: “Create a sign (from Print Shop) and either install on fence or at crosswalk corner of Tom Trout and Chanticleer Drive West (where the ROTC portables once were). Students are walking parallel IN THE STREET along side the construction fencing. This is a safety hazard for students and vehicle drivers. The construction project removed the safe walking area. When you have on-coming traffic, you cannot move out of the way for students walking and/or cutting in front of you. Furthermore, you cannot see well due to the sun glare and then students pop-up all of a sudden because they don’t want to cross over and walk on the safe sidewalk (near the Media Services Bldg). This has happened many times to me and other drivers in front of me. Students are thinking to get to class and, perhaps, not taking into consideration this safety hazard for all. Thank you. Please let me know the outcome.”

S. Williams has done a work request for new signage in these areas.

- Suggestion: “Create signage (from Print Shop) at new Hwy 544 light on our property to read "For your personal safety, pedestrians please cross at crosswalk. Do not dart in-between vehicles...etc." Too many students are cutting in-between cars instead of waiting at crosswalk. This morning, (11/12/13), 5 students ran and darted in-between multiple cars to get across Hwy 544. This is an unsafe practice they are creating for themselves and drivers. I know you cannot put something on 544 due to SCDOT; however, signage on our property is legal. By no means does this reflect our responsibility/liability (if we post a sign on our property) if a student is injured, it is a preventative course of action. Thank you. Please let me know the outcome.”

S. Williams has done a work request for new signage in these areas.

- Suggestion: “I would like to suggest that one of the visitor parking spaces in front of Baxley Hall be designated as a 20 minute space for drop off/pick up for employees use. It could be used for mail services or employees making deposits in Student Accounts or dropping off paper work for
any of the offices in Baxley Hall much like the space in J lot beside Singleton bldg. Thanks for considering this!

We had previously answered that in order for this to happen, a Facilities Management work request will need to be done by the Admissions Department since they requested the “visitor” parks. They will need to agree to give up one of those parks in order for this suggestion to take place. Since the last meeting we have been told that Admissions will submit a work request after the 2nd floor renovations at Baxley Hall are complete.

New Business

Suggestion Boxes:

- A suggestion was submitted requesting that staff have the option of wearing jeans on Fridays. Suggestor felt that it would be good for morale.

This was answered by the following email from the Office of the President sent out on December 2, 2013:

“The enthusiasm with which the Feel the Teal Initiative has been embraced by the University staff has been noted and is appreciated. Voluntary attendance at the Module One training session has been significant, and registration for Module Two is running strong. Many of those staff members who have already participated in either the first or both modules have given the program positive reviews. The results of your commitment to the Feel the Teal project are already being felt as our freshmen retention rate has risen from 60 percent to 62.6 percent since just last fall. To increase the Chanticleer Spirit on campus, to show appreciation for supporting the initiative and to assist with incorporating it into the everyday work environment, the University is implementing the attached policy on wearing jeans to work, which will remain in effect as long as the freshmen retention statistic continues to increase each year. The Spirit Day Jeans Policy was created as a direct response to employees’ willingness to adopt the Feel the Teal Initiative and as part of a continuing effort to increase Coastal Carolina University spirit and service excellence. Wearing jeans to work has been considered a benefit for employees at many institutions. In that spirit, I would like to recognize the hard work and dedication of our employees by providing this same benefit. I look forward to continued encouraging results from the initiative as well as to making Coastal Carolina University one of the most spirited and service excellent universities in the nation. As more positive results from the initiative are realized and the Chanticleer Spirit steadily increases, I anticipate finding additional ways to say “Thank You” for your hard work and your dedication to improving the University experience for all our stakeholders.”

- There was a suggestion in reference to the campus trainings. Suggestor felt trainings should be more centralized rather than coming from various areas on campus and also noted that there is confusion on what is mandatory or not.

S. Williams has spoken with Stacie Bowie in reference to this. They are already working on centralizing everything through Human Resources to help with this issue.
Web Page Comments:

Suggestion: “I heard there is a Feel the Teal committee. Who is on this committee and can anyone volunteer? Are the meetings open to all faculty/staff?”

S. Williams received the following response from Eileen Soisson, Director of Excellence:

“Feel the Teal has a steering Committee that is active for another year. This committee is made up of seven members (Dr. Steve Madden, Faculty Senate Chair; Dr. Mark Mitchell; Dr. Michael Latta; Steve Harrison; Jody Davis; April Sager; and led by Eileen Soisson). Originally we looked at having two other committees to offer support and direction (Service Champions for Staff and Student Success for Faculty) but have now decided to not start those two committees until the Steering Committee’s time ends in Fall of 2014.

We had originally identified people from each area of emphasis for both committees but perhaps we will see about making it a volunteer opportunity as well. If anyone wants to get more involved with the initiative, they are encouraged to contact Eileen Soisson at 349-2686 or esoisson@coastal.edu.

Feel the Teal Steering Committee meetings are not currently open, but we will look at this option with the staff and faculty committee in the future!”

Additional Discussion items by members:

J. Hawkins suggested that it would be a good idea to have information about the Staff Advisory Council shared in the Atheneum Newsletter. D. Russell agreed to pursue this on behalf of the Council.

A suggestion had been passed on to one of our members suggesting that meeting minutes should be posted sooner so that suggestors could get their answers in a more timely fashion. It was discussed that the minutes cannot go out any faster because they must be approved by the Council at the following meeting. J. Gaither is checking to see if it would be possible to send an automatic reply to the suggestor and still keep it anonymous.

There was a discussion about a flyer used at the recent Town Hall meeting in which a few spelling errors were found. The group who developed the flyer is now aware of University marketing procedures.

There was a discussion in reference to pedestrian safety on campus. S. Williams mentioned that the Campus Master Plan will be re-visited with pedestrian safety in mind. R. Diven and L. Silver agreed to get in touch with Public Safety to discuss any safety issues and how we can support them.

Adjournment: The meeting was adjourned at 11:35 am with a motion from J. Marquet and seconded by L. Silver

Next Meeting: The next SAC meeting will be held December 10, 2013 in SNGL 112.