Members Present: Matthew Crawford, David Betsch, Jim Streicher, Kevin Bowers, Misti Williams, Tukanya Vereen, Lisa Bellamy, Shane Tay, Lynne Brock, Dereck Doss, Dan Lawless and Lisa Bernadyn.

Members Absent: Sandra Hatcher, Bill Edmonds, Cameron Mott and Diane Wilson.

Approval of Minutes: A motion to accept the August 27, 2015 minutes was made by Shane Tay and seconded by Lisa Bellamy. The minutes were approved by the members.

Old Business

Follow up discussion on the following items:

- Suggestion: This suggestion was in Baxley Hall. “Get rid of all frats especially TKE and get rid of the tent.”
  
  D. Lawless forwarded this suggestion to Dean Overton.

- This suggestion was in Baxley Hall. “The BAM (Be a Man) slogan is very sexist and should not be worn by our athletes.”
  
  S. Tay forwarded this suggestion to Matthew Hogue, Director of Athletics, and shared the following response. “BAM is a team specific slogan for football only. Most of our sports have their own slogan, Women’s basketball has Invested Women. Since it is team specific we do not feel that it is a sexist slogan.”
  
  An article was recently published on “Be a man Football is not life, it is a game.” In the article Coach Moglia states, “The ‘Be a Man’ concept has nothing to do with being a male. It can be applied to females as well. It is about standing on your own two feet, treating people with dignity, respect, and taking responsibility for yourself.”

- This suggestion was in the Wall building. “Buses need to run 24 hours, tired of walking to dorms at night.”
  
  D. Lawless forwarded this suggestion via phone call to Sandy Baldridge-Adrian, Director of Contractual & Business Services. Mr. Lawless related the following response: At this time, the buses run up until 11:30 at night. If an individual does not feel safe after that time (or at any time) they may always contact the Public Safety department, which will offer them a SafeRide back to their housing facility.

New Business

Suggestion Boxes:

- Suggestion: This suggestion was in Baxley Hall. “Keep at least one shuttle active all night long for students.”
  
  D. Lawless will forwarded this suggestion to Sandy Baldridge-Adrian, Director of Contractual & Business Services.
This suggestion was in Coastal Science Center. “Leave fridge unlocked!”

D. Lawless will forward this suggestion to Dr. Roberts, Dean of College of Science.

- This suggestion came from Sands Hall. “Please get feminine hygiene products in the vending machines in the ladies restroom.”

D. Lawless shared the following response from Stacie Bowie, Vice President and Chief Financial Officer. “These dispensers have been removed from campus restrooms due to their inability to function consistently. Therefore no additional dispensers will be added to buildings.”

- Web Page Comments:

  Suggestion: “As burdensome as it may seem, I believe that all University offices should be required to participate in at least annual safety drills (fire, tornado, active shooter, etc.). This may prove difficult with offices that service the public (library, student services, etc.), but I think it would be a good idea for safety purposes. In my six years at CCU, I have never taken part in a drill, although I have taken part in a tornado situation in which we were asked to move to "safe" rooms in our building. These drills can only enhance the emergency plans we have in place.”

J. Streicher forwarded this suggestion to Carissa Medeiros, Director of Emergency Management, and provided the following response. “I can respond to the question for annual tornado safety drills, however, I have copied CCU’s Fire Marshall Anthony Carter to address fire drills and Captain Mezzapelle with Public Safety to address active shooter drills.

The Emergency Management Office launched a Severe Weather Preparedness Initiative May 2015 to provide resources, information and training for severe weather preparedness and response to the University Community. This initiative will be accomplished through a phased approach, moving from building to building until the entire campus is complete. So far we have completed all recreation facilities and the student union.

Before training is offered, Emergency Management staff performs an assessment on the specific facility to identify an appropriate “shelter-in-place” location for severe weather. Once a location is designated, a training date is coordinated with the department director. It is up to the department director to identify staff to be included in the training. After the training NOAA Weather Radios are distributed to assigned personnel within the facility along with the Be CCU Ready book which is an emergency preparedness and basic first aid guide.

The outdoor mass notification system is also being put out for bid this month and should be installed and operational by May 2016. This will enhance the University’s ability to protect life in an emergency and provide a timely and reliable means of notifying people of natural and man-made threats.

Drills and exercises are a vital part of emergency preparedness and will be formalized in a training and exercise plan as the emergency management program continues to grow. I don’t believe we can have a successful tornado drill without providing the appropriate training and resources. I hope to have a tornado drill once we have completed training all the departments on campus and the mass notification system is in place.

In the meantime you can go to http://www.coastal.edu/emergency/emergencyprocedures/ for basic emergency procedures. I would also encourage you to come out to Coastal Carolina’s PrepareAthon! Day of Action on Wednesday, September 30th on Prince Lawn from 11 am to 2 pm to meet our local first
responders and learn how to be prepared for all hazards. Please feel free to contact me for additional questions or concerns. Thank you.”

- “As a long-time staff member, it is very frustrating when policies are not interpreted and/or enforced consistently. For example, I have taught two classes after hours the last two fall semesters as an adjunct. This semester, I was told (at the last minute) that only one class was permitted based on HR "policy". However, there are many FT slotted staff members who continue to teach two classes this semester as adjuncts. If such a policy exists, it should be advertised widely and enforced consistently. I feel that practices such as these greatly impact staff morale which seems to be at an all-time low.”

L. Bellamy shared the following response from Kim Sherfesee, Director of Human Resources/EEO Officer. “Thank you for your feedback. The dual and outside employment policy defines dual employment, eligibility and general guidance related to the application of the state regulation. The policy does not define the number of courses a staff member (in an FTE position) can teach outside of his/her regular duties. The home department (the staff member’s primary department) is responsible for ensuring that any dual employment approved will not interfere with the performance of the employee’s regular job duties (including the fulfillment of normal work hours) and confirming that a conflict of interest is not present. The department may limit the number of dual employment courses an individual teaches, if appropriate to do so. Institutionally, there may be limits set as well. If a staff member is approved to teach more than one course in an academic term, at least one should be via distance learning. The decision to allow dual employment is based on institutional need. Staff members are welcome to contact Belinda Pope (b pope@coastal.edu or ext. 2484) or Kim Sherfesee (ksherf@coastal.edu or ext. 2138) in the Office of Human Resources and Equal Opportunity regarding dual employment.”

- **Additional Discussion items by members:**

D. Lawless shared that President DeCenzo sought the Council’s assistance in addressing an issue associated with when the University closes early prior to holiday weekends. Each time we close early, there are concerns received from students and the general public that offices are not available. Additionally, the Office of Admissions routinely conducts tours on those days (since many individuals come into town during the holidays, or schedule their college visits around those times), and after the tour those individuals like to speak with other offices (financial aid, etc.). A long term solution is sought.

Discussion was held by the Council. D. Lawless shared that during the most recent early closure, even 20-30 minutes after the official closure time, there were still students that we’re coming to Baxley Hall for the various offices. He also shared that the early closure before the Winter break was also during a busy time for the Registrar’s office, since students who plan to transfer to other institutions need to get last minute transcripts issued. The Council agreed that the only way to solve the problem would be for offices to remain open, but with limited staffing. Each time an early closure occurred, the responsibility for keeping the office open would be rotated and shared equally among the staff. The Council also believed that it would be best if the university defined in advance which offices should remain open, rather than leaving the decision up to individual managers. The Council also wanted to express their appreciation to the President for the early closures, and their support in helping them continue in the future.

- **Adjournment:** The meeting was adjourned at 11:15.

**Next Meeting:** The next SAC meeting will be held October 8, 2015 in Edwards 164.