Staff Advisory Council
Minutes
Thursday, October 8, 2015, @ 10:30am
Edwards 164

Members Present: Tukonya Vereen, Bill Edmonds, Lisa Bellamy, Diane Wilson, Cameron Mott, Sandra Hatcher, Lynne Brock, David Betsch, Matthew Crawford, Misti Williams, Jim Streicher, Dan Lawless and Lisa Bernadyn.

Members Absent: Kevin Bowers, Shane Tay and Dereck Doss.

Approval of Minutes: A motion to accept the September 17, 2015 minutes was made by Matthew Crawford and seconded by Tukonya Vereen. The minutes were approved by the members.

Old Business

Follow up discussion on the following items:

- Suggestion: This suggestion was in Baxley Hall. “Keep at least one shuttle active all night long for students.”
  
  D. Lawless forwarded this suggestion via phone call to Sandy Baldridge-Adrian, Director of Contractual & Business Services. The following response was shared, 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. Greg Weisner, Director of Transportation Services, is looking at the amount of calls that Public Safety receive for SafeRides during these hours. It was also shared Dr. Conner, Vice President Campus Life and Student Engagement, will be meeting with students at University Place regarding feedback on the shuttles.

- This suggestion was in Coastal Science Center. “Leave fridge unlocked!”
  
  D. Lawless spoke with Dr. Karen Aguirre, Associate Dean in the College of Science, to try and determine what the keep the refrigerator unlocked comment was about. We could not determine an answer to that question.

New Business

Suggestion Boxes:

- Suggestion: “Parking at Baxley Hall for staff is horrible, I thought there were supposed to be some reserved spots for staff in GG. When is this going to occur?”
  
  D. Lawless will forward this suggestion to Rein Mungo, Interim Director of Facilities Planning & Management.

- “Have a bring your pet to work day to help reduce stress.”
  
  D. Lawless will forward this suggestion.

- “Received a new facilities staff member in Sands Hall several months ago. My coworkers and my office have been swept twice in those months. With the building not being cleaned as it was, always seeing cleaning cart with no worker for hours. Located staff member in closet by mistake on an iPad watching a movie. Bathrooms seem to be a lot dirtier then they were before and smells even after a cleaning.”
D. Lawless and L. Bernadyn went over to Sands Hall after the meeting and met with staff, who confirmed the cleanliness concerns that faculty had made via our suggestion box. We then met with the custodial supervisor of that area, and left word with Buddy Hendrick, Director of Facility Operations. Mr. Lawless checked with the staff in Sands Hall again the next day, and they said that the supervisor did come over yesterday afternoon and speak with them.

- “Have at least one or two buses running all night.”

D. Lawless will forward this suggestion to Sandy Baldridge-Adrian, Director of Contractual & Business Services.

- **Web Page Comments:**

  Suggestion: “Friday we received an email with about 12 or 13 updated policies. It would be nice if when these emails are sent out, we also get notified of what has been updated in the policy (maybe a What’s new section).”

  L. Bellamy forwarded this suggestion to BJ Landrum, Vice President University Compliance and HR, and shared the following response. “We have received the requested information and it is under review.”

  - “According to FERPA, a university may disclose student records to a parent if the student has been claimed as a dependent on the parents’ latest tax return. Our university applies FERPA to all students upon admission and requires written consent to discuss records with parents despite whether or not the student has been claimed as a dependent. Can we publicize the “university” policy on our website? We have links to the federal policy but some parents have argued that this suggests they do have access to the records since they have claimed the student on their recent tax returns.”

  D. Lawless shared we don’t have a policy other than the annual notification of student’s rights under the Family Educational Rights and Privacy Act that can be located in the University catalog and we also send out to the students electronically. There is a caveat in the law that says if you provide more than 50 percent of the child’s income under the law you can obtain access to the information. The process the University has in place is an affidavit that needs to be signed and notarized showing they claim the student as a dependent. This must be sent in with a copy of their current income tax return and must be updated each year. This doesn’t allow for anyone to call on the telephone, it will allow them to send in a written request for a transcript. It will then be verified that the proper paperwork is on file to release a transcript. There are several forms in the Registrar’s office that can be obtained by the student.

  - “After attending the first home football game held last weekend, I noticed there was an extreme amount of trash left in the stands. Perhaps Coach Moglia can record a “public service announcement” to be played at the game to encourage fans to dispose of their trash properly. I’ve been to many games, and it was the worst I had ever seen. Perhaps, the number and placement of trashcans can be improved. It’s just a shame that attendees don’t take personal responsibility during games. I realize we have facilities personnel available to clean up afterwards, but "Feel the Teal" and taking pride in the campus should extend to everyone. Thank you”

  D. Lawless will forward this suggestion to Jennifer Sellers, Sustainability Coordinator.

  - “Based on previous SAC minutes I understand we've not reached the 68% retention rate to be eligible for the 3rd portion of the spread out pay increase from the last compression study; how far off are we and does this mean that the 3rd portion of the increase will never be paid out?”
D. Lawless was able to speak with Stacie Bowie at a meeting yesterday evening, and asked her about the third payout that was not received because we, as an institution, did not make the retention mark that was set. Her understanding was that the third payout was still viable and would occur once the mark was met. She also confirmed that with President DeCenzo, who was also at the meeting. Prior to our next meeting, Mr. Lawless will get the most accurate retention numbers from Dr. Byington.

- **Additional Discussion items by members:**

  The council would like to acknowledge the Department of Public Safety, Emergency Management Office and the Facilities Grounds crew for an outstanding job with the recent storm and flooding in and around campus.

- **Adjournment:** The meeting was adjourned at 11:30.

**Next Meeting:** The next SAC meeting will be held October 29, 2015 in Edwards 164.