Staff Advisory Council
Meeting Minutes
Thursday, October 26, 2017


ABSENT: Sharon Sluys.

APPROVAL OF MINUTES: The October 5th minutes were approved.

OLD BUSINESS

1. “As a fairly new staff member, I am interested in moving forward with a master’s degree. When I attempt to find the policy regarding compensation, I cannot find anything other than the tuition waiver/reimbursement policy. Since appropriate approval is required for these programs, will compensation follow and what is that policy? Some of my colleagues have mentioned that it comes with a salary increase. Thank you for your time. “

There were no updates at this time. Dan Lawless will follow up with President DeCenzo.

2. “The staffing report mentioned yesterday in the President’s Town Hall MUST be made public. Everything else that supports the Strategic Plan is very transparent. This should be no different. You cannot say that decisions are being made based on a report that no one can see. It creates an atmosphere of fear and judgement amongst colleagues. This report should be on a website for everyone to see so that we can understand why decisions are being made. Also – there needs to be more transparency on the fallout from the Phishing scam. There are several employees who are no longer at Coastal because of this scam, BUT nothing has been shared to explain the steps that are being made to prevent this from happening again – as well as reorganization that is taking place to correct this situation.”

There were no updates at this time. Dan Lawless will follow up with President DeCenzo.

3. “The G lot needs help! On many occasions, there are cars parked at the ends of the rows making it very difficult to make the turn into the rows. In addition, many drivers are driving in the wrong direction. According to the painted arrows, it appears that the rows are one-way. Finally, there are many drivers that are driving too fast so maybe speed bumps could help with that issue. Thank you!”

There were no updates at this time. Dan Lawless will follow up with Dr. Byington, Provost and Executive Vice President.
4. “I know this question keeps being asked and justifiably so; when will the third installment from the Salary Compression study be paid? The Salary Compression was initially completed and determined that certain employee’s salaries were not on target. In the initial letter sent to employees it never stated this was tied to retention. Three years later, we are told it is tied to retention. If this is the case, retention and numbers have only grown! It is disheartening that the reply to this question keeps being changed. It was previously stated, “The decision will be communicated after final enrollment data for Spring 2017 is collected.” It is only fair and right that employees who are eligible for the third installment have the following answers.

When will the third installment be paid?
What are the retention numbers at the time?”

There were no updates at this time. Dan Lawless will follow up with President DeCenzo.

5. “The speed limit on University Boulevard (now maintained by the University) is posted at 30 MPH. We all know that most times it is not followed. Cars are speeding all the time on the road. I noticed that there is only one speed limit sign on the road. It is on the right hand side once you turn from 544. There is probably one as you turn from 501 as well. This is a long stretch of road for just one sign from one end to the other. (There is a sign for the speed limit as you pass thru the round-about.) Perhaps consider posting additional signs. Especially, with the students/parents arriving for the fall semester, the traffic is increased and the driving can often be very erratic. Thank you."

There were no updates at this time. Dan Lawless will follow up with President DeCenzo.

6. “Any emails concerning entering time should be sent out the day before or first thing in the morning of the date due (i.e. 15 or 30/31). They generally come in the afternoon, which is way too late. Most of us meeting this morning agree that we generally put in our time before noon. For instance, the hurricane email about leave with pay was sent out at 4:09 pm.”

Matthew Vanderbilt will follow up with Kristen Toben, Director of Payroll.

7. “Our campus has a long-standing reputation for beautiful grounds. My suggestion is not intended to diminish this accolade in any way. I suggest that plantings in front of signs/markers be placed a good distance away from the marker so that the entire marker can be read. For example, the Spadoni Park marker near the pergola that names the park in memory of Mr. Spadoni’s son, cannot be read in its entirety because the begonias are so huge. I have seen other ground markers hidden similarly. As I try to preserve the history of CCU in documents, I'd love to see its physical markers maintained too! Thank you.”

Lynn Fox shared the following response from P. Timothy Shank, Grounds Superintendent:

“First of all thanks for the input, we appreciate it when anyone offers comments, suggestions, or other ideas. The summer plantings are almost all removed and all signs and
markers should be clearly visible. Winter annuals are going in and for the most part are much shorter than many summer varieties and shouldn’t cause as much of a problem. The building signs are designed to be able to be raised to accommodate the larger summer plants. Obviously we didn’t do a good enough job in plant selection or getting them raised as the plants grew, whichever was necessary. I’ll talk to our greenhouse crew leader and crew about being a little more observant with these sign beds in the future. As far as the small signs like the one you mentioned in Spadoni Park, we will just have to be more careful with plant selection as it is permanent and cannot be moved. Thanks again for the observations and please assure the council we will try and do a better job keeping these signs and markers visible.”

8. “Fac/Staff parking is non-existent for staff who are to report for the 10:30-7 shift. I haven't purchased a $75 barcode because there isn't a gated lot convenient to Baxley Hall and I don't have the expendable $ to pay $75/year to access a lot a half mile away from my office. Staff have parked in the 544 lot and have taken the shuttle, but we're adults with obligations and it makes it difficult to run errands or take care of personal business or attend off-campus meetings during the day when your vehicle is not near your office. Riding the shuttle back to 544 at 7pm isn't ideal either. Perhaps additional fac/staff parking should be considered on campus.”

Dan Lawless reported that Dr. Byington, Provost and Executive Vice President, thanked him for bringing this suggestion to his attention. Dr. Byington also noted that last year the lot near the clock tower was converted to faculty/staff parking only. Dee Braswell will follow up with Dr. Byington about the possibility of creating additional gated parking lots on campus.

9. Council members will pursue creating a staff climate survey.

There were no updates at this time. Dan Lawless will follow up with President DeCenzo.

10. Council members will pursue transitioning the Staff Advisory Council to a Staff Senate.

Dan Lawless reported that the staff senate subcommittee had met since the last Staff Advisory Council meeting and is encouraged with the progress that has been made thus far. Lynn Fox will also join the staff senate subcommittee.

NEW BUSINESS

Suggestion 1:

“Can regularly scheduled classes be shown as reserved in Live25? I reserved a computer lab at the beginning of the term in the Prince building & confirmed with the Registrar's office that the reservation went through. Today, when I went to go into the room, I was met with a very surprised instructor who holds her class in that room every Thursday. I am thankful that I was able to adjust, but had it been for an event or organization meeting, that could have been very embarrassing.”
Lynn Fox will follow up with Lauren Koonce, Associate Director, Scheduling and Space Management.

**Suggestion 2:**

“I have a great money saving idea! Turn the air conditioning to 72 degrees in all offices. Everyone I know complains and wears sweaters or have blankets in their offices. The students complain how cold it is when they come in to meet. This temperature will work throughout the year. The way it is set now, it runs constantly all day no matter if it is 95 degrees or 70 degrees outside. I bet this one small act would free up some money for other much needed areas (like pay raises).”

Jerry Starling will follow up with Rein Mungo, Director, Facilities Planning and Management.

**Suggestion 3:**

“Has the university ever considered an ombuds for staff or a similar position?”

Dan Lawless will follow up with President DeCenzo.

The meeting adjourned at 11:25 a.m.

The next meeting will be held on November 16, 2017 at 10:30 a.m. in EHFA 164.