



Staff Advisory Council Meeting

November 5, 2014 9:00 a.m.

Burnett Hall Boardroom

Meeting called to order: 8:59 a.m.

Present:

Pam Culberson
Laura Pallini-Bolton
Shannon White
Rick Matthews
Anne-Marie Grayson
Tracee Hickman
Laura Mills
Carol Lightle
Deidra Dennie
Jacqueline Stepherson

Absent:

Pat Potter

Deidra Dennie – Diversity Council Data Issue

- The Climate Survey Workgroup had an issue with what to do with data after the survey is issued.
- The concern is about individuals being able to be identified because they are in a small department, or only person in their department that fits their demographic. The Faculty Senate has a concern with not keeping the data.
- If we do not keep the data ourselves, then we lose any data from answers fewer than 5 identical responses. Also, we are paying \$50,000 for this data, if we don't keep it we possibly lose a lot of information.
- Deidra is the only person who will have access to the data.
- The FAQ currently says we will not keep the data, should we change it to say we will be keeping the data? If we decide to keep the data, we will not keep it physically on campus, Deidra will pay a fee to have it stored by a third-party off-campus.
- Identifiable categories are: department, age, race, gender.
- It was requested to have it clearly defined what an individual must do to request information from survey. Everyone needs to know the IRB process.
- If we keep our data it will assist with future mandated Climate Surveys. This also has the potential to reduce future survey costs.
- Is there another option to make it more general than by department to reduce the ability to narrow down who said what?
- The survey will go out January 28th.
- Deidra will send us the draft of the survey and from that we will send Laura our recommendations.

Approval of Minutes

Minutes will be approved via email.

Treasurer Report

- Textbook Scholarship: Given out 10 of 14 approved scholarships for Fall.
\$222.41 given in scholarships so far
\$335 raised from Celebrate - \$24 from raffle
\$122.35 raised from Beach Music Bash
Total: \$1,569.18

- Discretionary Fund: No changes, balance is \$1,307.34

Committee Reports

Elections Committee

- Nothing to report

Fundraising Committee

- No response from Perc Coffee
- Would like to do something else, but will need to be pushed back to closer to the holidays
 - Suggestions are Savannah Candy Kitchen, Byrd Cookie Company, dinner night at a local restaurant – Armstrong has a connection with Bonefish and Burger King, poinsettia sale

Outreach/Special Events Committee

- Holiday Luncheon - Letters have been given to committee members to solicit donations for raffle, poinsettias and Pirate Cash will be provided by Finance Department
- Food Drive for Union Mission – barrels are out and collections are coming in
- Ideas are need for decorations for Holiday Luncheon, theme is Sandy Snowman; contact Cheryl Anderson in Advancement, she has seashells and blowup palm trees from prior events

Staff Development and Welfare Committee

- Brandi in HR is working on training schedule
- Rough proposal for polos is done but needs to be finalized
- Toys-for-Tots – boxes are ordered; Rick proposes purchasing one or two bikes and helmets for older children, everyone who wants to contribute can bring Rick \$15

Old Business

- Hand delivered schedules of events and possibly polo or other item
- Textbook Scholarship Review
 - New link has gone up
- Website Updates
 - Questions about who keeps the website
 - Do to added work on Brandi, the SAC Secretary will do the website updates and HR will have oversight
- Ad Hoc Schedule Committee Update – preliminary report attached
 - Received 22 responses
 - Recommend calling institutions that didn't respond, especially the larger schools and 4-year institutions of similar demographic
 - Jackie believes the timing is bad because of open enrollment, she recommends going to each university's website to find their hours
 - These recommendations will not be for next summer, but possibly the next
- Common Read – list attached
 - Take a look at the list and give Laura your opinion
- Joint Leadership Update
 - Update on Ebola and Emergency Management Plan
 - Have we considered a "flu clinic" to help vaccinate employees – issue would be with the provider being able to cover all health plans, HR will look into this

- Domestic Partner Benefit update: UGA presented this to the legislation and it was denied, as of right now it will not progress unless paid for out of the Foundation which would be very expensive
- Committee Documentation
Reminder to document your events and add to the share drive.

New Business

- Toys for Tots
- Fall Assembly
 - Scheduled for Monday from 9am-10:30am
 - Laura will talk about what we've done this year and textbook scholarship changes
 - Jackie will give an HR update: Hardship, Sick-Leave, and Open Enrollment
 - Rec Center: presentation "Eating on the Run"
- Volunteers for graduation
 - Volunteers are needed, contact Kathy or Allison or fill-out the form if you can
 - Lunch is provided for volunteers before event, Breakfast and Lunch is provided that day
- Faculty Senate President to attend December meeting (tentative)
- Other
 - IT is creating a 3-5 year strategic plan and SAC is included as a group for the focus groups; an invite will be sent for next Thursday (11/13/14) from 10-12.
 - VPBF committee is wrapping up and the recommendations have been made to the President; ideally the new person will begin in January

Motion to adjourn meeting: Meeting adjourned at 10:31 a.m.