Staff Advisory Committee  
Meeting Minutes  
March 19, 2014  
Fishbowl Conference Room, College Square

Present: Debra Joseph (chair), Kim Draude, Sharon Duffins, Mike Lear, Jessica Transue, Ann Wagoner. Absent: Frank Koczur, Carol Kornhauser, Mary Sakellaris.

The meeting began at 10:08 am with a review of the minutes of the February 19, 2014 SAC meeting. Because several persons present at the last meeting were absent and could not confirm the validity of the minutes, approval was tabled until the April meeting.

The Committee discussed the issue of College weather closures and delays and how the decision to close, delay, or not close or delay is made. Apparently there have been several backlashes over decisions that have been made in the past. It is the Committee’s understanding that Vice President David Proulx, Public Safety, and Faculty Council share the responsibility for deciding. Facilities and Operations’ role in the decision is unknown. The question arose as to working at home in lieu of coming to campus if it was open and the weather was bad. Kim suggested that we invite Laura Fiore, Director of Human Resources, to speak at a general non-exempt meeting about the policy of working at home. It was the Committee’s feeling that this might be something that could be worked out with one’s manager but that the issue of compensatory versus paid time could come up. It was also suggested that Laura might speak toward and clarify the College’s personal vehicle use policy. Discussing additional human resources issues, the Committee noted that reminders from Human Resources may no longer be sent out as announcements and are now apparently being made in the Bell and Tower newsletter and through Inside F&M. Having received an online suggestion box comment concerning the appropriateness of the new professional staff evaluation method, the Committee discussed that some departments may evaluate more than once a year and that the current evaluation method has been changed mid-fiscal year (apparently approved in October).

Moving on, Debra reported on the letter received from Faculty Council questioning why the Staff Advisory Committee wanted more non-exempt staff representation on the Budget Priorities Committee when we already have a member appointed by the SAC. In discussing what response we would give to Faculty Council, we agreed that we would respond that we are not seeking an addition of non-exempt staff representation on this particular committee (as we are on other committees) per se, but merely a clarification that BPC’s bylaws accommodate having non-exempt representation (as it appears to do). Debra also presented two drafts of letters to the Offices of the Provost and President regarding non-exempt representation on their appointed committees.

The meeting adjourned at 11:04 am.
Respectfully submitted,
Michael Lear, Secretary