Staff Advisory Committee Meeting Minutes  
October 28, 2015  
Huth Room, Steinman College Center

Present: Ann Wagoner (chair), Sharon Gromis (co-chair), Kelly Bertani, Mike Lear, Deb Miller, Butch Morrison. Absent: Frank Koczur, Mary Ann Russell.

The meeting began at 10:05 am with the approval of the minutes of the September 16 meeting with slight corrections. Ann provided an update on the non-exempt staff committee page/interest form. Laura Fiore, director of Human Resources (HR), wants to expand the page to cover all committees including listing committees that exempt staff can serve on. It was felt that we should keep what we have as is for non-exempt staff and that HR was free to use and expand on the idea or that the Exempt Staff Advisory Committee could take it up. To provide context, Ann explained to new Staff Advisory Committee (SAC) members how the SAC has been approaching various entities responsible for forming various committees in order to gain representation, with varying degrees of success. These include the Provost office, President’s office, and Faculty Council.

The subject of a non-exempt staff general meeting was raised. Proposed topics included Keely Johnston from Public Safety speaking about safety topics such as an active shooter incident and Denise Freeman from Environmental Safety speaking about the Automatic External Defibrillator (AED) devices. Ann asked the Committee if this was a good idea. While it was agreed to, the Committee decided that due to other talks the rest of this semester (including a November 4, Professional Staff Development Luncheon talk) and the upcoming holidays it would be best to plan for this in the Spring. Ann asked Deb to provide the schedule for the Professional Staff Development Luncheons so that SAC could coordinate a date for the Spring general meeting.

Since there were no other items from the floor, the meeting adjourned at 10:38 am.

Respectfully submitted, Michael Lear, Secretary