Staff Advisory Committee  
Meeting Minutes  
October 16, 2013  
Huth Room, Steinman College Center

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

Meeting began at 10:05 am with introductions to potential new members, Kim Draude, Sharon Duffins and Jessica Transue. The announcement was made that SAC member Emily Shirk left the College in August. Business began with a review of the March minutes, in which a clarification was made to correct them. Mary briefly introduced the potential new members to what the committee has been working on regarding advocating for formal staff involvement on College committees. In the past, eligibility and recruitment has been unclear and uneven. Kim agreed that there seemed to be some exclusivity. Carol explained that in the past, Human Resources has asked the SAC to advise them on potential members but that it was difficult for the SAC to identify and vet who may be a good candidate that may be interested; hence, the current idea to create a system where people could self-nominate. Kim followed up with a few questions and there was a short discussion. Jessica related her experience in becoming a member of the sixteen-person Student Employment Advisory Committee. Corrections to the March 20th minutes were finalized and approved. The April 17th and May 22nd minutes were subsequently approved. Regarding Carol’s term of service, Carol agreed to stay on until the end of June 2014.

Debra announced that in a recent meeting of Faculty Council there was a discussion about the challenges faced by staff from changes brought about by the Banner system, and policy changes connected to it. The Faculty Council Chair wants to know if the non-exempt staff would like to have a meeting with a representative of the President’s office to address their concerns. Carol suggested a November meeting with the President, but Deb and Mary suggested the Spring due to concerns over the President’s busy schedule. (ie. he would likely not be available this soon). It was agreed to schedule something for the Spring. Meanwhile a general non-exempt staff membership meeting could be scheduled in November to gather concerns for the President (or a representative) to address in the Spring.

In discussing a November general membership meeting in more detail, Mary suggested gathering comments and preparing bullet points to submit to the President to address in the Spring when we meet with him. Mary said that additional points could be sent if thought of later. On the topic of creating a list of committees that we think non-exempt could serve on, it was decided to defer this discussion until the next meeting. The three potential members in attendance, Kim, Sharon and Jessica agreed to serve on the committee and were voted in by the committee. Their terms will end at the end of October 2016.
The meeting adjourned at 10:56 am. The next meeting is scheduled for Wednesday November 20th. This was subsequently rescheduled for Monday November 11th.

Subsequent to this meeting the President serendipitously contacted Debra Joseph and a meeting of the SAC was held with him on Wednesday October 23.

Respectfully submitted,
Michael Lear,
Secretary