

# A&S Dean's Staff Advisory Committee (SAC) Meeting

December 10, 2020 at 11am-12pm via Zoom

## Agenda

1. Updates from subcommittees
2. Discussion on how SAC Chair keeps SAC members update on meetings and emails
3. Update on discussions of faculty governance bylaws and college reorganization
4. Discuss preparation for electing new members and selecting EoY award recipients
5. Discuss spring meeting schedule, including one with Dean White.

## Minutes

1. Updates from subcommittees
  - a. Staff Salaries Subcommittee reported that they are collecting historic and current data around staff salary inequities - including data collected by Be Heard Salaries team - in relation to the Equal Pay Act. They are working with Bernadette Stewart and Shelly Hammonds to understand the College's plans around communicating about A&S staff salaries around the Equal Pay Act
  - b. A&S Support Subcommittee reported that they are reevaluating the original staff onboarding document and will be meeting with Erin Cunningham and Vicky Romano
  - c. Processes Subcommittee reported that the proposed SAC bylaw revisions were ratified by Dean Jim White December 9, 2020 and the new bylaws will be posted on the SAC website. Investigating the idea of administrative leave on staff birthdays, an initiative successfully implemented by the College of Engineering's Staff Council
  - d. Communications Subcommittee reported they are working with CAS communications to create an A&S staff email listserv that includes all staff
2. Discussion on how current SAC Chair, Rebecca Allison keeps SAC members updated on meetings and emails
3. Update on discussions of faculty governance bylaws and college reorganization
  - a. Rebecca Allison gave SAC members an overview of reorg conversations and actions that she and Meghan Perea have taken to-date
    - i. During the November 16, 2020 emergency SAC meeting, SAC members in attendance agreed that Rebecca and Meghan would represent SAC in reorg conversations

- b. SAC members discussed:
    - i. Provost Russell Moore's original calls for nominations for faculty governance reorg committees
    - ii. Importance of advocating for staff involvement in the reorg and in college discussions at large
    - iii. The pros and cons around a proposed idea of a faculty/staff relations joint committee
    - iv. Next actions around communicating with College of Arts and Sciences staff at-large about how SAC has been involved with the reorg to date
      - 1. How SAC can be transparent with staff at-large and keep them informed
      - 2. Soliciting feedback from staff at-large around the faculty governance proposed bylaws and reorg process
      - 3. Asking the ASC to share SAC's feedback on the proposed bylaws with ASC members and faculty at-large, and SAC posting SAC's feedback on the SAC website
    - v. Importance of actions resulting from words - what ASC will do next with SAC's feedback and future staff feedback
    - vi. Next action to reach out to Provost Russell Moore to ask him to join SAC for a discussion about staff involvement in future aspects of the college reorg
  - c. Discussed and prepared for SAC presentation to staff at-large at December 11, 2020 A&S all-staff meeting
4. Due to time constraints, SAC decided to discuss remaining agenda items via Team's chat
- a. Spring 2021 SAC meeting schedule, including inviting Dean Jim White to a meeting
  - b. Prep for membership applications
  - c. Prep for Employee of the Year Awards
  - d. Scheduling SAC meeting with Provost Russell Moore to discuss staff involvement in future aspects of the college reorg