

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

January 28, 2021 at 11am-12pm via Zoom

Agenda

1. Updates on member elections and Employee of the Year timelines and processes.
2. Upcoming SAC meetings with Dean White.
3. College reorganization discussion.
4. Continued surveying of staff regarding a variety of different workplace topics.

Minutes

1. Member Elections & Employee of the Year Updates.
 - a. Announcements for Employee of the Year and member elections process will go out the first week of February.
 - b. Processes Subcommittee has updated the submission process for members applications and Employee of the Year nominations.
 - c. The Committee approved the timeline and updates for both processes.
2. SAC plans on Dean White attending the June Committee meeting.
3. Discussion about the college reorganization efforts.
 - a. SAC members met with Provost Moore to discuss the college reorganization and to advocate for staff being involved in the college reorganization as a whole on Jan 4th, 2021.
 - i. How will leadership be involved in supporting staff?
 - ii. What are the next actionable items for SAC to take to ensure staff voices are heard and involved in the reorganization process?
 - iii. Discussion on what the next steps are to include staff in reorganization.
4. SAC will plan a meeting with Amy and Bernadette to discuss implications of changes in budget and structure on staff, how to create a budget to bring on new staff (as is done for faculty), and how we can ensure all voices are represented.
5. Discussion on how SAC will continue to obtain staff feedback and update A&S staff at large regarding college reorganization.
 - a. SAC plans to broadly distribute information as it is received.
 - i. The [A&S SAC College Reorganization webpage](#) will continue to be updated as information comes in. Staff are encouraged to visit that webpage for the latest news. Updates will also be shared at A&S Community Meetings.

- b. New email listserv will be utilized several times a semester (at most once a month) to update staff with information, SAC processes and events.
- 6. SAC discussed the ASC chair's email reply to SAC's questions and proposals regarding the updates to ASC bylaws.
 - a. SAC will share a summary of this email at the next Friday A&S Community meeting.
 - b. The Committee will continue to solicit feedback on bylaws as seen fit.
- 7. Discussion regarding the newly established Stewardship Council and potential to add more staff representation.
 - a. SAC plans to present a [parallel motion](#) to have a staff member (representing staff at large) to be on the Stewardship Council.
 - b. Assistant Deans will be on the council to help advocate for staff needs.
 - c. The Committee voted to send a proposal to Provost Moore asking for a staff representative to be included in the council.
- 8. Surveying staff beyond feedback on the college reorganization.
 - a. Members discussed the staff concerns regarding post-COVID work flexibility.
 - b. SAC would like to discuss the possibility of having the previous remote work policy revisited and reviewed by the college.
 - c. Due to time constraints the topic of soliciting staff feedback regarding: pain points, mental health, work flexibility post-COVID, optimism or not for future, actionable steps, how should SAC be involved in strategic plan implementation/ post-COVID working world, will be scheduled for next month's agenda.