

SAC Minutes
January 22, 2019
Old Main 1B-85 (11:00am – 12:00pm)

In attendance: Rebecca Allison, David Aragoni, Lynne Buckley, Laurie Conway, Sandy Crowell, Karen Hawley, Alex Holmgren, Amanda Misiak, Meghan Perea, Melynda Slaughter, Alicia Turchette, Sharon Van Boven

Announcements

Arts & Sciences Council (ASC) Updates: SAC chair attended January ASC meeting as ex-officio member. Dean White's remarks included updates that the dean's office is continuing to work on issues related to staffing and trying to address large inequities in salaries and staffing levels. Data indicates that the college is currently at half the staffing levels of the average non-profit university.

SAC chair sent an email to college staff in mid-Dec, thanking them for feedback and engagement on the strategic plan and providing updates following the Dec 11 ASC meeting. Several responses were received, with additional feedback as well as interest in representing staff on committees.

A&S Employee of the Year Award

Thanks to Karen Hawley for following up with the recognition program paperwork to increase the maximum possible number of award recipients. Change was approved by HR.

Email call for nominations will be sent to chairs/directors and to program coordinators on February 1st with a due date of March 1st.

SAC will meet in March to review nominations and recommend recipients to dean.

Call for nominations will also be announced at the upcoming A&S Community Meeting, and chair will request that it be announced at the Chairs and Directors Meeting.

Be Heard

Many of the SAC members have participated in the pilot program. Meghan Perea will serve in an advisory role for the various teams addressing change initiatives. Several SAC members have also become co-leads to the change initiative working groups:

- Equity of A&S staff salaries
- Improving faculty/staff relationships
- Staff mentoring/shared best practices
- Flex schedules / working from home
- Winter Break for Staff

Strategic Plan Task Force

ASC Chair Stephen Mojzsis contacted SAC chair requesting staff representation (4 members, names recruited/supplied by the SAC) on the Task Force on Strategic Plan Implementation. The SAC will commit to recruiting staff by next week (Jan 31), in order to reach out more broadly to staff in the college. Will announce at the next A&S Community meeting (Jan 29), contact potential participants directly, and email staff via program coordinators list.

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Other Items

All staff email list: In light of recent challenges in communicating Strategic Plan info to all college staff in a short timeframe, we ask whether it's possible to create an email list of ALL staff in the college. This could supplement the program coordinator lists, which relies on program coordinators to be available to forward often timely messages to all staff. Alternately, could staff request to be placed on this list whether or not they are the designated coordinator for their department? Follow up with dean's office regarding the logistics and to determine if this is appropriate.

Staff involvement and committees: In addition to staff involvement with Be Heard and the SP Task Force, continued previous discussions of transforming the SAC to an elected body. Will plan to present idea to a future A&S Community meeting to gauge interest and gather feedback. Discussed timing of such a change for the 2019-2020 SAC committee vs. future years. Follow up with Bernadette Stewart for further input.

Announcements for A&S Community Meeting: SAC chair will announce (1) the Employee of the Year award call for nominations and (2) the opportunity/call for staff representation on the Strategic Plan Task Force.

Meeting Schedule February, March, April/May

February: Invite Dean White and Associate Deans to attend. Discuss the department proposals for new faculty/staff positions

March: Review Employee of the Year nominees

April/May: Discuss rotation of new members into SAC for upcoming AY

Strategic Facilities Visioning committee has requested meeting with SAC. Will suggest an initial presentation at an A&S Community Meeting, to reach more staff.

Upcoming Events/Meetings (notes)

Dean's Visioning "All Hands" meeting with staff - Thursday, January 24, 2019, 2:00 – 3:00 pm, Old Main Chapel. Members of the SAC are invited/encouraged to attend if possible. While some previous sessions have focused on specific topics (advancement, advising), meetings are always informative and a great opportunity for staff to ask questions or bring forward issues directly to the dean.

A&S Community Meeting – Tuesday, Jan 29th, 2019, 1:30 – 3:00 pm, UMC 235.

Provost Open Forum (A&S) - Monday, March 4, 2019, 9:00 – 10:00 am, Old Main Chapel. It is expected that this meeting will focus on the college reorganization proposal. Previous attendee recommended that this forum also provides valuable information to increase staff awareness.