

## Staff Advisory Council General Council Meeting Minutes

Thursday, June 17, 2021, 10:00AM - 11:30AM, via Zoom

**Welcome** - 10:01am

**Approval of Minutes** - April, June meetings minutes will be approved at the August meeting.

### **Reports of Standing Committees**

*Communications (Kaitlyn Lioni)*

- Committee purchased bento boxes with the SAC logo for each SAC representative. Theresa Grigger still has SAC shirts in her office. Please email her to pick up.
- [SAC Membership webpage has been updated.](#) Email Kaitlyn with questions.
- Committee is diligently working on the Annual report.

*Community Service (Theresa Grigger, Laura Huffman)*

- Back to School Drive will be in September. Plan to use a van to collect supplies and park it around three different locations on campus over three days.
- The committee continues to work on a drive with the student resource group.
- Law school donated board games, and the Committee donated them to the City Mission.

*Elections (Karyn Newton, Jim Prince)*

- The call for Staff Advisory Council representatives will be sent out to the SAC reps after the General Council Meeting. An announcement will also go in *The Daily*. Karyn and Jim are working on rep numbers for each school. Current members will be automatically nominated and then can decide whether or not to accept the nomination to run again.

*Fringe Benefits* - there is currently no chair. If interested in chairing or participating on this committee please email Jean or [sac@case.edu](mailto:sac@case.edu). Crystal Sabol expressed interest.

*Staff Policy (Jim Nauer)*

- HR accepted suggested changes to the website given by the committee. This includes transparency on internal candidate salary guidelines, raises, and exception process, which is now on the website in the policy manual. Next meeting is 6/17 @ 4pm.

*Staff Recognition (Paul Keeley)*

- Staff awards is 6/17 on Zoom. Jean will be saying a few remarks. Thanked the committee for their hard work this year.

*Staff Development and Training (Elizabeth Miller)*

- Committee will give an update to all staff regarding the results from the PD survey sent out at the end of 2020, including the two new positions in the PDC.

### **Reports of Ad-Hoc Committees and Liaisons to the University Committees**

*Faculty Senate Meeting (Jean Seneff)*

- The last faculty meeting centered around a discussion and vote that the university cannot cease to contribute to the Plan A retirement accounts when the university runs into financial stress.

*Sustainability Initiatives (Laura Friedman)*

- Staff with ideas or questions should contact Laura. Stephanie Corbett could be a future General Counsel meeting speaker.

*Fringe Benefits* - No verbal report given. Refer to the committee's report sent with the agenda.

*Diversity Leadership Council (Dawn Ellis)*

- At the last committee meeting, Prof. Shigemi Matsuyama reported on he intended increase in recruiting more faculty to give minority students internships in labs over the summer.
- Asian American Pacific Islander Month awareness and events are taking place around campus.
- Juneteenth campus closure on June 18 and events on campus and around the city.

*Parking Advisory (Paul Keeley)*

- Parking rates did not increase this year. Parking charges will be reimplemented July 1, and staff who froze their parking can pick up their passes at Access Services starting July 1. Next meeting is in October. Send Paul any parking questions or concerns.

*Remote Work Policy (ad-hoc)(Dawn Ellis, Samantha Ciriaco)*

- Committee created a survey and sent it to all staff from May 25 - June 1. Received almost 1000 responses. The committee is reviewing data and tagging responses. [Initial data here](#) was presented to HR on June 4 at the HR/SAC Executive Committee meeting. No comments or questions from Carolyn or Stephanie. Committee sent out a draft resolution for discussion in New Business.

*SAC Priorities (ad-hoc) (Crystal Sabol)*

- Committee did a survey and condensed the findings into a summary to share with the Executive Committee. The two committees are meeting in July to determine next steps, which will likely be presenting findings with Pathway 4 leaders.

**Old Business** - no discussion.

### **New Business**

- a. Remote Work Policy Resolution discussion: Ray presented the initial findings to the counsel. From discussions with leaders it sounds like this won't be addressed until we are back on campus with students. SAC will have a seat on the committee and can propose a pilot plan. Who is making the assumption that all students want to be back on campus? Who is making the decisions for staff? Do these leaders have families they also have to take care of, or do these leaders lean on someone else at home to cover the household, childcare and eldercare responsibilities? All voices should be represented and heard.
  - i. Voted to endorse resolution. Jean and Samantha will check the vote log through Zoom polls to make sure we had a quorum, or a Qualtrics vote will be sent out.
  - ii. The resolution will also have an appendix to include data from write-in questions on survey.

**Adjournment** - 11:31am