

Longwood University
Staff Advisory Committee Minutes
September 20, 2012 1:30 pm
Ruffner 103

Mary Jo Stockton called the meeting to order.

Members Present: Della Wickizer, Grant Avent, Mike Burke, Debbie Bruce, Angie Covert, Allison Dobson, Ray Heinrich, Hannah Ledger, Marissa Musumeci, Cameron Patterson, Tracy Shook, Mary Jo Stockton, Carolyn Vaughan

Members Absent: Freddie Adcock, Tara Carr and Jamie Riley

OLD BUSINESS:

*August meeting minutes were approved.

*Chair Committee Reports:

Safety Committee – No meeting since Safety Day

Presidential Search – Have had one meeting and they discussed the rules and regulations for the search. The next meeting will be sometime in October and they will be picking out search forums.

*Halloween Bash-

-Will be held in Blackwell Ballroom on Wednesday, October 31st.

-Allison will be in touch with Ieva on the food. A budget of \$835 has been set

-A Campus wide email will be sent out to announce the event.

-The 3 candidates for Judges will be confirmed

*Ken's email –there was a lot of feedback

*President's called Meeting – SAC committee members have received and heard lots of complaints on how the survey for salary adjustments was handled. Mary Jo will draft a letter for our Committee to send to President Connelly.

NEW BUSINESS:

*Jamie Riley has decided to step-down as a SAC member. A new AP member will be needed.

*Meeting with past SAC Presidents: Mary Jo met with past SAC Presidents, to give suggestions on what we can do to make sure SAC is recognized across Campus. Members voted to take on at least 2 of the suggestions during this calendar year. These are the suggestions:

*Have a SAC representative at the BOV meeting

*Mentoring/Welcoming for New Staff Employees (maybe a welcoming packet for new arrivals with information that is not given at Orientation, such as benefits, etc.)

*Professional Development available for Staff

*Committee to meet with President once a quarter

*Further develop morale- examples: recognition, spirit week

*List of benefits as a staff member

*Staff interviews for the *Rotunda*

*Staff vs. Faculty games (basketball, baseball)

*VACU seminars for Free

It was voted that we would work on having a representative at the BOV meetings and to have a Welcoming Committee to send out Welcome Packets to new employees approximately 2 weeks after they arrive. Cam Patterson and Hannah Ledger will be on the Welcoming Committee.

There being no further business, the meeting was adjourned at 2:20 pm. Our next meeting will be Thursday, October 18 at 1:30 pm in Ruffner 103.

Respectfully submitted,

Tracy S. Shook