

**Longwood University
Staff Advisory Committee
August 15, 2007
2:00 – 3:30 pm**

Minutes

Members present: Louise Waller, Jennifer Conkwright, Bill Benninghove, Anita Harris, Pat Payne, Ellen Ranson, Nancy Scruggs, Beverly Spain, and Sharon Sercombe

Members absent: Cindy Wilson, David Bennett, Gayle Covington, Marty Gibson, Tonya Smith, and Debra Wooding

Guests: Jennifer Rentschler

Roll call was taken and the minutes from the June 18, 2007 meeting were reviewed. There were not enough members present for a quorum.

Volunteering

Ms. Rentschler visited the group and discussed the University's policy on volunteering. Policy number 4.40 states that employees are able to take up to 16 hours of paid time off to volunteer for an eligible non-profit organization within or outside their community. Ms. Rentschler continued to educate the committee by outlining ways to find a volunteering activity to suit your personality as well as tips on being a good volunteer. By visiting www.longwood.edu/volunteer individuals can learn more about ways to volunteer and take advantage of policy 4.40.

Old Business

Ice-cream social

It was reported that over 97 pounds of food was collected for FACES.

Outside Tables

It was reported that the concept of outside seating for faculty and staff to eat at and enjoy during nice weather would be recommended to the company producing the master plan and allow them to make recommendations and investigate the concept further.

Parking Issues

In preparation for meeting with the parking master plan committee, Ms Waller asked the committee their thoughts regarding parking issues that were not policy related. The committee was vastly in favor of multi-use parking facilities that could support both parking needs as well as other functions. The specific example of a parking deck with tennis courts on top was presented.

New Business

MyLongwood

Several members of the committee have been receiving very negative feedback regarding MyLongwood. The group discussed the specific issues that were noted to be hindering productivity. A complete list was compiled and it was agreed by the Committee that a letter would be sent to Mr. Hooper citing the areas of concern.

Human Resources

Concerns over the future of Human Resources were brought to the Committee for discussion. A list was compiled summarizing all of the areas where people had questions or concerns. The committee agreed to draft a letter to Ms. Worster to offer ideas on what would like to be seen in the future.