

Longwood University
Staff Advisory Committee Minutes
February 18, 2010, 1:30 p.m.
Ruffner, Room 103

Crystal Ragland called the meeting to order at 1:30 p.m. and attendance was taken.

Members Present: Grant Avent, Tiffany Dempsey, Brandi George, Amy Harris, Mike Janos, Jay Lynn, Kelly Martin, Daphne Norton, Crystal Ragland, Donna Simpson, Eric Stoller, Peggy Turner, Della Wickizer

Members Absent: Jeff Gore, Heather Milne, Rena Reynolds, and Mike Rentschler

Minutes from the meeting on January 21, 2010, were approved.

GUEST PRESENTERS:

Diane Easter from the President's Office asked for assistance with student line-up for commencement on May 8th. This will take place in the gym at 7:45 a.m. Eight to ten people are needed to help. These people will also be available to keep the graduates in line as they walk to Wheeler Mall. This would be approximately a one and one-half hour commitment. A sign-up sheet was passed around the room during the meeting.

Diane Easter also stated that on May 3rd, there will be a Farewell to Dr. Cormier Ice Cream Social at 2:00 p.m.

Regarding the announcement of Longwood's new president, Diane said that we should know the first week in March and that the projected date for the new president to take over is July 1st.

Sylvia Schutt talked to us about Taxable Gifts at Longwood. When gifts are won or given, the recipient should be informed that the item is taxable and will be reflected in their pay. She noted that cash and gift cards are always taxed. Other taxable items: OT meals and athletic season passes. Scholarships are not taxable.

OLD BUSINESS:

Tiffany reported that we have 30 cookbooks left. We sold 284 copies. There are still a few copies left which we will try to sell on campus and at games.

Tiffany stated that the committee appointed to review the scholarship forms has a deadline of March 16th. She will see that an e-mail goes out about scholarships and the cookbooks.

Della Wickizer talked with Kathy Worster about having a seat for a SAC representative at BOV meetings. She stated that anyone can go to the open session. She hopes to have an answer next week.

Della Wickizer reported that we have not received word from the State concerning a mandatory furlough day. She stated that if we do, it will be sometime before June 24th.

NEW BUSINESS:

Crystal reported that SAC would like to have some give-aways for the following games (dates to be decided by individuals who agreed to work the game):

- Softball game – Tiffany Dempsey
- Baseball game – Daphne Norton
- Lacrosse game – Crystal Ragland

Crystal announced that our request to have the day off for "Staff Appreciation Day" on May 10th, as last year, has been granted.

It was also announced that we will get an additional "recognition day" on March 9th. The university offices will already be closed on Monday, March 8th—the beginning of Spring Break. A "thank you" from the SAC was sent to Dr. Cormier.

It was noted that Heather Milne, one of our SAC members who has been away on maternity leave for the past few months, has decided to be a “stay-at-home” mom. Heather’s place on the committee must be filled. Several names from the library were offered as potential members. Any additional suggestions may be e-mailed to Crystal by Wed., Feb. 24th. She will then send an e-mail out with the names to choose from.

Amy Harris brought up the problem of the parking shortage and how sometimes entire lots (or more than required spaces) are reserved for different meetings/events. It was suggested that we could ask Laura Rice if smaller lots could be used. An e-mail will be sent to Parking and Conferences & Scheduling about the parking situation.

We decided to find a gift for Dr. Cormier from the Staff Advisory Committee, thanking her for all that she has done for Longwood. More discussion on what to purchase will follow at another meeting.

There being no further business, the meeting adjourned at 2:30 p.m.

Our next meeting will be March 18th at 1:30 p.m. in Ruffner, Rm. 103.

Respectfully submitted,

Peggy C. Turner