

Longwood University
Staff Advisory Committee Minutes
March 24, 2011, 1:30 p.m.
Ruffner 103

Daphne Norton called the meeting to order and attendance was taken.

Members Present: Daphne Norton, Della Wickizer, Tiffany Dempsey, Brandi Gulgas, Kelly Martin, Sharon Perutelli, Rena Reynolds, Jennifer Sawyer, Eric Stoller, and Hunter Swanson.

Members Absent: Grant Avent, Amy Harris, Jay Lynn, Keary Mariannino, Cynthia Thompson, and Carolyn Higgins.

Minutes from the meeting on February 17, 2011, were approved after a slight change in the wording regarding the faculty salary raises that were discussed. Instead of "100% of faculty received raises," it was suggested that it be changed to "a large percentage of faculty received raises."

Kathy Worster joined the meeting to discuss 3 more recognition days to add to the university calendar. She was seeking our suggestions on what days would be the best. The committee agreed that it would be nice to take off the Monday of Fall Break in October, and to close the campus the two days before Christmas break, which would be December 19 and 20. It was agreed that we would check with Kim Redford to make sure that online classes and intersession courses would have support during those two days during the Christmas holiday.

OLD BUSINESS:

Tiffany Dempsey gave an update on the SAC Scholarship. As discussed during the last meeting, there will be two scholarships for \$350 that will be awarded. Tiffany has not received any applications yet, so she asked the committee to spread the word about the scholarship application.

Daphne Norton gave an update on the progress with RedDot. Currently Jay Lynn is the only person with access to the SAC website, but Hunter Swanson volunteered to maintain the website when Jay Lynn leaves the committee this year. Overall, the format on the website is much better.

Daphne Norton gave an update on all the committee meetings she has been invited to attend as a representative for the Staff Advisory Committee:

- The Spirit Initiative, which is a new committee that Daphne is on, is charged by the President to come up with a fight song and mascot for Longwood. The deadline for this is the President's Inauguration, which will take place October 20-21. The mascot must be gender neutral, Longwood colors, and cannot be a live animal. Daphne asked us to go back into our areas to discuss this with our co-workers, and to come up with our own ideas.
- Daphne also discussed "Community Service Day," which will also take place during Inauguration. The committee is in charge of determining community service opportunities for everyone during that day. Both faculty and staff will be allowed to leave work in order to fulfill this task, but all community service opportunities will be within walking distance.
- The Executive Council continued their discussion on the marketing initiative, as well as identifying Longwood's strengths and weaknesses.
- The Budget and Planning Committee is still working on how to allocate the stimulus money. They've proposed 14 different initiatives including things like potential raises and bonuses, marketing tools, and one-time scholarships.
- The Sustainability Committee discussed the purpose of their committee. They formulated three sub-committees in order to determine ideas for things to do as a group. The three sub-committees include: Student involvement, research, and outreach.

NEW BUSINESS:

Daphne Norton announced that Faculty/Staff Appreciation Day was approved for Monday, May 16. Recognition leave should be used for this day.

Daphne Norton talked about our next event, which will be Safety Day. It will take place possibly on June 10. This event will replace our ice cream social and that money will be allocated toward this day instead.

In order to maintain anonymity, the SAC committee went into closed session to discuss emails directed to the website of concerns, comments, and suggestions.

Daphne Norton asked us to bring our ideas for new members to the next Staff Advisory Committee meeting.

There being no further business, the meeting adjourned at 2:40 p.m.

Our next meeting will be Thursday, April 21 at 1:30 p.m. in Ruffner 103.

Respectfully submitted,

Jennifer Sawyer