

Staff Advisory Council Minutes for Dec. 4, 2013

The Staff Advisory Council met on Dec. 4, 2013, at Providence Point. Our thanks to Ashley Rhode and David Champlin for securing the pleasant venue.

Present: David Champlin, Leyanna Long, Shiva Pennathur, Ashley Rhode, Nancy Tharpe, Melissa Willett, Melina Richardson. Absent: Chad Hampton, Jason Lockwood, Sandra Monig.

Approval of Minutes: The minutes of the Nov. 6, 2013, meeting were approved.

Treasurer's Report: The balance at the time of the meeting is \$3,304.88. There was an expenditure of \$121.93 for SAC tee shirts.

Reports:

- Intercampus Staff Advisory Council (ISAC) will not meet until January 2014.
- Parking & Transportation: Meeting was called off.
- Miscellaneous: David reported that the University Hall vault is no longer available for storage of SAC supplies. There are rolls of paper and framed pictures. David will do an inventory of items.

Events:

- Bowling: Melinda reported that the bowling contract is signed and was delivered. The event will be Wed., March 12, 2014, from 2:30-4:30p. There was some discussion about how the message that all staff can participate doesn't always trickle down, and that some individuals (especially hourly) are hesitant to leave work or they don't know how to "code" their timesheet for the time taken. It was reiterated that the policy is, for any SAC event, no personal time will be taken. This includes all SAC events: bowling, picnic, trivia. It was suggested that a Letter of Policy be distributed by associate and assist vice presidents. Nancy and Ashley will work with Chief of Staff Bob Schwartz to discuss better communication of policy.

Brainstorming!

The remainder of the meeting was focused on a discussion of SAC events and awards. The purpose of the discussion was to discover ways to better engage participation and whether the current events have value. Are the events purposeful for staff development?

Awards: The thought behind presenting awards is that they are a morale booster, and are an expression of appreciation for a job well done. However, the nomination process may need some work and may need to be revisited. How do we encourage people to nominate?

All awards come out of the SAC budget. HR sponsors SAC--there is no language in the system budget that appropriates funds for SAC. Part of the problem with knowing how much SAC can do is that we never know what we have in the budget. In years past there was a "black tie" event for awards, plus a picnic, plus other events—and a \$10,000 SAC budget. As the funding for university operations dived, SAC took a hit. Question: How is ISAC budgeted?

Events: Attendance at events was discussed, and it was agreed that the picnic was fun and appreciated but perhaps not the best venue for presentation of awards. The problem of lack of management support and participation was also discussed.

Survey: The discussion then turned to the possibility of a new “ask” for funds, but that there would be a need to back up the request. Discussion turned to the possibility of a survey that would canvas UM System employees to find out what type of recognition they would value. The main part of the survey would be a 1-10 scale, with some open-ended questions:

- Do you feel appreciated for the job you do?
- Do you feel you are being recognized for the work you do?
- Have you ever been thanked for your good service?
- Did you attend the Staff Awards picnic?
- If not, why?

It was suggested that everyone bring a couple of sample questions to the next meeting. David will present the survey idea to Vice President Rodriguez (HR) for approval of the idea, and HR will be asked to provide assistance in developing and formatting the questions. We might need to discuss suggestions on how to encourage completion of the survey.

Newsletter: There was also some discussion of the SAC newsletter, which is generally e-mailed in January, April, August and October. Content of the newsletter is good, but some suggestions for future issues include a “Hoo-Rah!” section that highlights honors given in each department; another idea was to highlight major projects for each division. Copy can come directly from divisional newsletters.

The meeting adjourned at 3:49p.

Respectfully submitted,
Nancy Tharpe