

# Staff Advisory Council General Council Meeting Agenda/Minutes

2024-02-15 / 10:00 a.m. / Mandel 115 and [Zoom](#)

## Agenda

1. Welcome
2. Acknowledgements
  - a. Anne Garnett, Fringe Committee Chair
  - b. Lauren Bohatka, Staff Policy Committee Co-Chair
  - c. Erin Violette, Representative from FPB School of Nursing
  - d. Kathryn Howard and Adam Binkley, the Valentine's Day SAC Mixer
3. Meeting Expectations
  - a. [Staff Advisory Council Standing Rules](#)
  - b. [Democratic Rules of Order](#)
  - a. Record attendance and vote with the [Staff Advisory Council Register](#)
  - c. Hybrid meeting considerations:
    - i. In-person: Raise your hand to be called upon before speaking. When you do speak, press and hold the microphone button and please introduce yourself.
    - ii. Zoom: Use the [Raise Hand feature](#) to be called upon before speaking. When you do speak, please introduce yourself. Please participate by speaking, not via the chat.
4. [Presentation of Childcare Benefits](#) by Maria Smith (mxs1309) from Human Resources

## Standing Business

1. Approval of Minutes
  - a. [2023-12-15 SAC General Council Meeting Agenda/Minutes](#)
    - i. Approved by acclamation
2. [Staff Advisory Council Finances](#)
  - a. Allocated/Spent:
    - i. To Ratify: \$174.00 for the SAC Valentine's Day Mixer
      1. Approved by acclamation
  - b. Remaining: \$2,849.81

5. [Chair's Report](#)
6. Standing Committee Reports
  - a. [Communications](#)
  - b. Staff Policy
    - i. [Resolution on 2024 Review of Staff HR Policies](#)
      1. Adopted unanimously, 27-0
      2. Category A & B: [SAC Comments on Staff HR Policies - Category A&B items](#)
      3. Category C: [ANNEX CWRU SAC Staff Policy manual review 2024-02-01](#)
    - ii. [2024 Review of Staff HR Policies Presentation](#)
  - c. [Development and Training](#)
    - i. Motion: *The council shall pursue the distribution of a quarterly newsletter.*
      1. Referred to the Communications Committee by acclamation to report at the next general council meeting.
  - d. [Staff Recognition](#)
7. Ad hoc Committee Reports
  - a. N/A
8. Liaison Reports
  - a. [Diversity Leadership Council](#)
  - b. Faculty Senate (included in Chair's Report)

### Unfinished Business

1. N/A

### New Business

1. 2024-2025 General Council Meeting Schedule
  - a. Orientation: Tentatively Thursday, September 12, 2024 at 2:00pm
  - b. General Council Meetings
    - i. October 17, 2024 at 10:00am
    - ii. December 12, 2024 at 2:00pm
    - iii. February 20, 2025 at 10:00am

- iv. April 24, 2025 at 2:00pm
  - v. June 12, 2025 at 10:00am
  - vi. August 21, 2025 at 2:00pm
2. Call for Nominations for Staff Advisory Council Officer Elections for Vice Chair and Secretary for 2024-2025
    - a. Nominations due March 6, 2024 at 12:00pm
    - b. Candidates will have an opportunity to speak to the whole council at the next general council meeting.
    - c. [Officer Nomination Form](#)
  3. [Resolution to Institutionalize Election Policies and Procedures](#)
    - a. Amended to change report date
      - i. Passed by show of hands
    - b. Resolution passed by acclamation
    - c. Participants: Paul Keeley, Adam Binkley, Karoline Kramer, Jim Nauer, Ray Krajci
  4. Motion: *Allocate \$250 for this year's Raffle Basket Event put on by the Community Service Committee.*
    - a. Passed by acclamation
  5. Motion: *Allocate \$400 for the purchase of 300 notebooks for Staff Advisory Council giveaways.*
    - a. Passed by acclamation
  6. Motion: *To Adjourn*
    - a. Passed by acclamation
    - b. Remaining agenda items transferred to the next general council meeting.

## Notes

1. No report
  - a. Community Service Committee
  - b. Elections Committee
  - c. Fringe Benefits Committee
  - d. Constituent Engagement Ad hoc Committee

- e. Sustainability Liaison
- f. University Fringe Benefits Liaison
- g. Community Review Liaison

## References

- [Staff Advisory Council Register](#)
- [Staff Advisory Council Constitution](#)
- [Staff Advisory Council Standing Rules](#)
- [Democratic Rules of Order](#)

## Attendees

Abouzaid	Mostafa	Present
Bailey	Sam	Present
Binkley	Adam	Present
Bober	Liz	
Bohatka	Lauren	Present
Boorman	Jacob	Present
Brandt Miller	Celinda	Present
Burton	Ingrid	Present
Croone	Churyl	
Dix	April	Present
Fenty	Maya	Present
Garnett	Charlene Anne	Present
Gillis	Allison	
Goodman	Lesa	
Grigger	Theresa	Present
Harnar	Neil	
Hilditch	Victoria	
Holland-Golphin	Renee	Present
Howard	Kathryn	Present
Juknialis	Barb	

Keeley	Paul	Present
Klonowski	Kate	Present
Krajci	Raymond	Present
Kramer	Karoline	Present
Kulasekere	Kumuduni	Present
Lining	Tina	
McCain	Michelle	Present
McLemore	Charise	
Misch	Gabrielle	
Monyak	Amanda	
Moss	Felicia	
Myers	Carlier	Present
Nauer	James	Present
Rehl	Tracy	Present
Reichert	Susan	
Retzer	David	Present
Rizk	Maria	
Schroeder	Brock	
Sexton	Loretta	Present
Subhas	Nital	Present
Theresa	Grigger	
Thomas	Sharitta	Present
Underwood	Teresa	Present
Violette	Erin	Present
White	Nhoja	
Wright	Jennifer	Present
Zickel	Lee	Present