

Staff Advisory Committee

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| ***Meeting Name:*** | Staff Advisory Committee | ***Attendees:*** | Danielle Binda  Maureen Burns  Tina Hatchett  Kate Levy  Absent: Michele Brancato  Kelly Loss |
| ***Facilitator(s):*** | Danielle Binda |
| ***Additional Distribution****:* |  |
| ***Minutes Taken by:*** | Maureen Burns |
| ***Date:*** | 4/14/2023 (Desmon Boardroom) |

| **MINUTES AND DECISION LOG** | | | | | | |
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| ***WHO*** | | ***WHAT*** | ***DISCUSSION*** | | | ***DECISION*** |
| D. Binda | | Approval of Meeting Minutes |  | | |  |
| D. Binda  K. Levy | | Old action items-Security | Request for change in badge policy unsuccessful- issues with enforcing a policy and cost of more high tech badges  AAC on board with CPR/AED training  Interest in AAC to develop the Safety/Security committee  Interest in doing active shooter training yearly  Plans to get an estimate on costs for locks(?) for classrooms and office doors  Plans to get blinds for windows  More aggressive behavior among students  A need to make activities and campus events more visible – intranet would be helpful-need to revamp the My Trocaire part of website (bring up with Dr. Linn) These changes would benefit all new staff  Need to bring back more things that connect employees | | |  |
| D. Binda | | Old action items-Trocaire/ Medaille acquisition | Middle States was at Medaille campus  Site visit from NYSED in May at Medaille and at Transit to review graduate and doctorial programs  Plan is to have job offers to Medaille employees by May 26-  Review job titles and descriptions is happening now  We will have a larger SAC after the merge-need to make sure Medaille employee concerns are represented- could possibly alternate SAC meetings between the two campuses.  In the process of reviewing programs that are not part of a current NYS Division that is taught at Trocaire (ie-vet tech)  Announcement of partnership made at Medaille’s State of the University address in April | | |  |
| D Binda | | Staff appreciation party | Align the party with 65th anniversary of Trocaire  In the past the College closed at 2:30 on Thursday for party  Interest in doing it a Thursday in June, off-campus  Do we want to do a family event? Ask Jan and start getting prices  Do we want to do something special to commemorate Trocaire’s 65th? Favors? Glasses?  Look into getting a cake | | | Reach out to:  Charlie’s Boat Yard – Tina Hatchett  Blackthorn- Danielle Binda  Tewksbury Lodge – Maureen Burns |
| D. Binda | | Staff appreciation awards | Put a notice in the Blaze or survey through Survey Monkey  2 awards: Staff Appreciation and Staff Excellence award – one focuses on staff who go above and beyond and one focuses on staff who embody the Mercy mission  Will need gift for winner  Can Years of Service and retirement awards be brought back?- can we go back and recognize faculty staff whose milestones have passed? | | | -Get nominations for SAC elections and Staff Appreciation and Staff excellence in the Blaze |
| D. Binda | | SAC Elections | 68 staff members – we will aim for 2 new members  Will re-evaluate in August to add Medaille staff to SAC | | | Notice should go in the Blaze this week |
| D. Binda | | Events | May event- Ice cream social-  Sponsored by Student Affairs  ice cream fixings bar  Friday May 12th  Cookout in June or July- July would be good- July 27- Potluck- people can sign up with what they want to make | | | Look into ice cream machine vs. getting ice cream |
| D. Binda | | Open Floor: Questions/Comments/Concerns | Summer Fridays – become floating days?  No moving for 1st 6-8 months while things get assessed | | |  |
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