

Staff Advisory Committee

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| ***Meeting Name:*** | Staff Advisory Committee | ***Attendees:*** | Danielle BindaMaureen BurnsTina HatchettKate LevyAbsent: 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. BindaK. Levy | Old action items-Security | Request for change in badge policy unsuccessful- issues with enforcing a policy and cost of more high tech badgesAAC on board with CPR/AED trainingInterest in AAC to develop the Safety/Security committeeInterest in doing active shooter training yearly Plans to get an estimate on costs for locks(?) for classrooms and office doorsPlans to get blinds for windowsMore aggressive behavior among studentsA 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 staffNeed to bring back more things that connect employees  |  |
| D. Binda | Old action items-Trocaire/ Medaille acquisition | Middle States was at Medaille campusSite visit from NYSED in May at Medaille and at Transit to review graduate and doctorial programsPlan is to have job offers to Medaille employees by May 26- Review job titles and descriptions is happening nowWe 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 TrocaireIn the past the College closed at 2:30 on Thursday for party Interest in doing it a Thursday in June, off-campusDo 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 BindaTewksbury Lodge – Maureen Burns |
| D. Binda | Staff appreciation awards | Put a notice in the Blaze or survey through Survey Monkey2 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 missionWill need gift for winnerCan 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 Affairsice cream fixings barFriday 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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|  |  | None |  |