President’s Staff Advisory Council Meeting Minutes
December 6, 2011
11:30 a.m. – 1:30 p.m.
Watson Institute Library

Absent: Kathleen Sousa

General
Heather Hower
- Updated the letter to President Simmons explaining what we have accomplished in the past year and what we plan to accomplish in the future.
- Many thanks and appreciation to all SAC members. A fond farewell to the out-going SAC class; now SAC alums.
- Remaining SAC members, please try to reach out to your buddies (SAC members individually paired up with incoming class members) and welcome them to SAC. Also, complete your SAC member profiles so they can be posted on the web. This will allow the Brown community to put names to faces.

Advisors Report
Karen Davis
- Workday: Payroll going live on 7/1. The goal is to have a budget recommendation over the winter break. The Corporation meets in February.
- The campaign is over, trying to hold tuition and student fees as best we can.
- Presidential Search: There was an article in the BDH about the Presidential transition. It was a fairly good portrait of what the issues are.

Wendy McRae-Owoeye
- Recently there was a Provost letter about sexual harassment. If you have any concerns in your department, let her know. Workplace Harassment and Sexual Harassment training will continue to be offered at the University.
- At our May SAC meeting, Wendy will be presenting on Workplace and Sexual Harassment

Staff Concerns
- A department leader asked questions about what are the expected hours of work for exempt staff.
- University staff members are asking if they are able to attend SAC meetings.
  Staff members are welcome to attend our meetings where speakers are present.
- The Brown Office building is not cleaned well. They, as well as others have had to do more with less.
Break for lunch and White Elephant Extravaganza!

Meeting adjourned at 1:30pm