Present: Suzanne Alden, Elias Baalbaki, Joseph Browne, Karen Davis, Kim Deaparte, Christopher Gilbody, Carolyn Gridelli, Janice Hebert, Jennifer Lane, Gary Martins, Wendy McRae-Owoeye, Diana Richardson, Kimberly Roskiewicz, Norma Hardy, Sarah Sceery, Matthew Tsimikas

Absent: Emily Bruce, Leah Lebel, Lisa Nobel, Marcy Melanson, Celeste Thompson-Roach, Ashley Dufour

Minutes: Kate Sembor

Agenda

- Approval of Minutes
- Advisors Report
- Chairs Report
- Subcommittee Chair’s Report
- Ad-hoc Committee Chairs’ Report
- Scheduled Items
- Announcements

- Issue #03-04: Request for treadmill desk for health and productivity
  - The submitter did not leave their name, but the feedback did not indicate that this was a medical concern (had it been, the Student and Employee Accessibility Services office would have been the best point of contact).
  - It is noted that Brown has an exemplary record of providing a healthy work environment for employees and that the additional costs of administering such a program may not be worth the benefits.
  - It is noted that there could be benefits in the University experimenting with different types of work spaces.
  - The Faculty Staff and Assistance Program is mentioned, but does not apply to this concern.
• **Issue #03-07: Concern that the Excellence Awards do not reflect excellence above and beyond required job**
  o The website does currently have videos that describe those who were awarded, but they are lengthy and seem to trivialize the winners.
  o The website explanations should clearly indicate what the individual did to win the award. Publishing the program online would facilitate this.
  o It is noted that the Excellence Awards are (and should be) for staff who do their job well, and not necessarily for staff that do more than their job requires.
  o *The council acknowledges the role supervisors have in the recognition of staff and agrees with including this acknowledgment in the recommendation.*
  o The council votes in favor of the recommendation as presented.

• **Issue #04-01: Feeling underappreciated for many years of service to Brown**
  o Staff awards for longevity stop at 30 years, as it becomes costly to give expensive gifts to individuals. Additionally, Human Resources is more focused on rewarding performance than longevity at this time.
  o *Why gifts stop at 30 made could be explicitly articulated to staff. The recommendation should be updated to reflect this.*
  o The individuals could be recognized in some other way besides gift giving since not all employees find a gift necessary. They could be recognized by a dinner or by a letter from Brown’s President.
  o The council votes in favor of the recommendation that reflects the italicized updates.

**Announcements:**

• The council welcomes two new members, Gary and Tracey. Gary Martins, manager of special projects and programs in Facilities Management and Tracey Cronin, manager of graduate studies in Biomed's Graduate and Postdoc Affairs department, will be joining SAC for the remainder of 2014.
• There will be a staff “Meet and Mingle” at Flatbread Co. on June 18th.
• SAC members have been asked to assist with the staff portion of the Strategic Plan: Building on Distinction.
## Action Items

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<th>No.</th>
<th>Action Item</th>
<th>Who</th>
<th>When</th>
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<tbody>
<tr>
<td>1.</td>
<td>Let Chris and Jo know if you are interested in working on the Strategic Plan</td>
<td>All who are interested</td>
<td>By Friday at 4PM</td>
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<td>2.</td>
<td>Updated Recommendations will be shared with council</td>
<td>Co-Chairs</td>
<td>June 10 at Noon</td>
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## Tabled Items

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