Present: Michelle Adam, Kate Correia, Laurinda Custodio, Karen Davis, Mona Delgado, Eric Friedfeld, Joseph Gagne, Co-Chair, Bill Gaudet, Heather Goode, Osiris Gonzales, Heather Hower, Chair, Christie Kilgus, Wendy McRae-Owoeye, Tracie Mederos, Anika Profit, Diane Ricci, Christine Sarkady, Tanitia Sello, Debra Souza, Kathleen Sousa, Jessica Smith, Leslie Stroller, Leslie Uhnak

Guests: Therese Doyle, Angel Hilliard, Roberta Gordon, Mary Hogan

Mary Hogan - General Manager, Faculty Club

- The Faculty Club is here for staff, parents and alumni. We serve for meetings, retreats and special occasions. We are looking to keep the club active at all times.
- The rooms at the Faculty Club have recently been renovated.
- Feedback is appreciated and we are responsive to it.

Karen Davis - Advisor

- At our last meeting we talked briefly about Workday. All SAC members are ambassadors for Workday and we would like your feedback. SAC represents a large cross section of the University.
- Our new Provost and Dean of the Faculty are working really hard. Their presence has already been felt as leaders.

Therese Doyle – Asst. Director, Alumni Events and SAC Alum

- The Faculty, Staff and Family Football Game is on Saturday, October 8th at 11:00 a.m. at Brown Stadium. We are in need of volunteers. There will be 2 shifts 10:30-12:00 and 11:45-1:45, 4 people per shift. We need help handing out tickets. We will reserve an area just for staff and will be asking for a Brown ID. There will be a menu and there will be giveaways!

Staff Concerns

- At the cross walk of Angell & Prospect Streets, there’s a one way sign that is blocking the walk signal. The city has been notified and traffic control in Providence will be taking care of this.
- Pedestrians are concerned with the speed at which people travel down Waterman Street. Maybe a speed bump is the solution. This will be brought to the attention of to Russell Carey and the Pedestrian Safety Committee.

General

- Joe updated the wiki and it has a wealth of information on it. There are 3 sign-up sheets, including one for the Benefits Fair on November 9th.
- There has been a question about postal stamp sales in the Brown post office/mailroom. Heather G. has been in contact with them about selling stamps, perhaps using a card to pay for postage stamps.
• President Simmons will be meeting with us on November 8th. We will be working toward getting that meeting set up. We are looking at posters and presentations; something to make it exciting for her.
• Have a treat on us is scheduled for Thursday, 9/15. If there inclimate weather, we may be able have it indoors (Chancellors Dining Room) or postpone it until the Fall Stroll.
• SAC Nomination form is on the SAC website under Get Involved
• PAUR Community Service Opportunity Fair is tomorrow, 9/14

Workday Presentation: Angel Hilliard/Roberta Gordon
Overview
• Workday is a software service that will replace our aging system, HR/payroll and finance system
• Cloud computer: Using a network of services located off site
• More frequent updates
• Great reliability and security (meets or exceeds Brown security services)

Why Workday?
• An integrated system
• Will streamline operations
• Higher education partnership
• There is a project team and steering committee and a Workday website if you have questions
• Overall strategy is 3-5 years: Payroll 2012; Finance 2013
• Employee self service: We will be able to update our own information, review benefit and compensation information, check your vacation and sick time balances
• Functionality will be added as time goes on

For Managers
• There is managers self service: Access to information about staff members
• Hiring a new staff member: Workday will generate all the necessary paperwork
• View staff birthdays
• Everything is routed electronically

Useful Terminology
• Supervisory organization: Developing an organizational chart for the University
• Workday manager: Vacation time, etc.
• Delegation: To delegate certain steps of business process (approving time sheets for example)
• We will be providing training for everyone
• All About Me tab (also called the landing page): Access all personal information - requesting time off, changing phone numbers or address, benefits, pay stubs, time sheets
• My Team (for Managers): Can change employees status, hire an employee, view organizational chart

Meeting adjourned at 1:30 p.m.