2019 President’s Report

Mission Statement

The mission of the President’s Staff Advisory Council is to facilitate active and direct communication between University staff and senior administration and to provide a forum for input and discussion of issues important to the staff and the University.

President Paxson’s Charge

President Paxson charged SAC with making Brown a place where every staff member can grow professionally and personally. The council has worked hard to coordinate more events and programs for staff that uphold the values of collaboration, open communication, transparency, a strong commitment to diversity and inclusion and service to the community.

SAC’s Focus for 2019

Professional growth & networking

Throughout the year, SAC invites many key personnel within the Brown community to inform SAC members about the work being done around campus or to address specific concerns that have been brought to the council. The key points from these discussions have been shared out to the Brown community through the SAC monthly newsletter and captured in the publicly distributed SAC meeting minutes online. Recent speakers have included:

- July 2019 - Kimberly Millette, Program Director, Office of Military-Affiliated Students, spoke about the Office of Military-Affiliated Students’ work and new initiatives.
- July 2019 - John Luipold, Vice President, Real Estate & Strategic Initiatives, addressed traffic concerns Brown employees had raised, particularly near South Street Landing and on Dyer Street.
- June 2019 - Rhonda Hospedales, Senior Director of Employee and Labor Relations, addressed employee relations at Brown.
- May 2019 - Leah Vanwey, Associate Provost for Academic Space, presented on gender-neutral bathrooms.
- April 2019 - Amanda Bailey, Vice President for Human Resources, spoke to SAC regarding several HR issues for staff including the process for job audits.
- March 2019 - University Ombudsperson Ruthy Kohorn Rosenberg shared details of her role in serving as Brown’s ombudsperson.
- February 2019 - Erin Royal, Program Manager, Office of Sustainability, shared about her office’s work and how SAC members could become involved in volunteer opportunities.
• February 2019 - Linda Angela, Administrative Fellow, spoke about the “First Generation Staff @ Brown” Project and how SAC could help spread the word about its inaugural event in April.

*SAC believes that staff networking provides a vital part in staff professional growth. In the past year, we have made tremendous gains in our networking opportunities. We continue to grow them as we see staff needs arise on campus and we become responsive to these needs.*

• **Parent Networking Group**: In 2019, SAC continued the Parent Networking program that was first launched in 2018. Expectant, new, and seasoned parents can get support, ideas, and recommendations to help navigate through the everyday challenges of parenthood. The Parent Networking events have become so well received that SAC has increased the number of events from three per calendar year to six events per calendar year.

• **First Generation Staff Networking Event**: SAC worked with Linda Angela, Administrative Fellows participant on her First Generation Staff @ Brown Project. On April 12, 2019, SAC hosted a new event for staff who consider themselves as first-generation college students. This event was co-sponsored with the Office of Institutional Equity and Diversity.

• **Staff Development Day**: SAC played an integral role in this year’s Staff Development Day on June 11, 2019. SAC hosted a panel discussion as part of the Leaders as Teachers series. In addition to answering questions from the audience, the SAC leaders shared the skills they've learned and those that are needed to assume a leadership role at Brown. This session was an enormous success and SAC has already seen a growing interest in council membership as a direct result. Since the professional development sessions and programs ran throughout the entire day, SAC focused more on the lunchtime activities: Staff Wall of Fame, desserts and raffles, coffee truck and facilitating the social media presence.

• **Cultural Potluck**: SAC hosted a cultural potluck lunch at South Street Landing on June 24, 2019. Staff members were invited to bring a dish that was reflective of their cultural heritage or that they grew up eating at home. This new event was aimed to promote SAC’s commitment to diversity and inclusion across campus.

• **Summer Celebration**: On August 15, 2019, SAC, in partnership with the Office of the President hosted the first Summer Celebration for all staff, faculty and their immediate family members. This was truly a collaborative effort that enlisted the help and support from not only the council members and the Office of the President, but other offices including: Facilities Management, Athletics, Dining Services, Office of University Communications and Media Services. Several participants commented on how much they enjoyed interacting with families of colleagues across campus.
Personal growth
SAC held many events that fostered personal growth for staff throughout the year.

- **Faculty in Focus:** This event was held in partnership with the Office of the Provost.

On September 18, 2018, Tricia Rose, Chancellor's Professor of Africana Studies, Associate Dean of the Faculty for Special Initiatives, Director of the Center for the Study of Race and Ethnicity in America, spoke about her research on structural racism.

On April 3, 2019, Brandon Marshall, Associate Professor of Epidemiology at Brown's School of Public Health, served as the 2019 Faculty in Focus speaker to an audience of 100 staff members. Dr. Marshall delivered a talk, “From College Hill to Main Street, USA: Brown’s Role in the Fight against the Opioid Epidemic,” in which he discussed how research at Brown is contributing to the state and national response to the overdose crisis.

- **Staff Summer Reading Program:** SAC and the Office of the Provost held the 3rd annual Staff Summer Reading Program in August 2018. This program mimics the first year undergraduate summer reading program. Staff are invited to read the same book and attend workshops based on the book. This program encourages interaction between staff, students and faculty to build a better community.

Volunteer Efforts - Service to the University and local community

- Kindness Kits for the homeless 8/18
- Arthritis Foundation Wiffle Ball Tournament 8/18
- Roger Williams Zoo “Brew @ the Zoo” 8/18
- Audubon Society Raptor Weekend 9/18
- Project Linus 11/18
- American Lung Association Climb for the Fight for Air 3/19
- Miriam Hospital Gala 5/19
- Special Olympics 5/19
- United Way “Books with Wings” collected over 1900 books 5/9
- Partnered with Brown’s Office of Sustainability in “Project Clean Break” 5/19
- For Brown Gives collected $873 from June Pawsox fundraiser and SDD raffle tickets
- Epiphany Soup Kitchen various dates throughout the year

Other business:

- **Communications:** SAC received over one hundred communications throughout the past year regarding staff issues, events, programs and other opportunities for staff.
• **UHR Policy Review**: SAC is forming a subcommittee to partner with UHR regarding policy review
• **Bargaining unit representation**: SAC welcomed the first bargaining unit council member as result of bylaw change in 2018
• **By-law change**: amended past co-chair positions to become advisory for a full year (previously six months)

**SAC Members**

2018-2019 Term

Geeta Chougule - Program Coordinator, Bio Med Molecular, Cellular Biology Biochemistry
Laura Dobler - Financial & Outreach Coordinator, Department of Computer Science
Tara Greenwood - Administrative Coordinator, Office of Student Life: SEAS
Catherine Hanni - Academic Department Manager, Egyptology & Assyriology
Joel Hernandez - Administrative Assistant, Facilities Management: Office of Sustainability

2019-2020 Term

Sarah Aneyci - Senior Grants & Contract Specialist, Social Science Research Institute
Sarah Brown - Internships Manager, CareerLAB
Dawn Cummings - Faculty Administration Specialist, Dean of the Faculty
Kristine Dodd - Academic Program Manager, Dept. of Visual Art
Daisy Ferreira - Registered Nurse, Health Services
Annemarie Kennedy - Communications/Graduate Programs Coordinator, Dept. of Education
Derek Lisi - Custodian, Facilities Management
Abigail Peterson - Lab Manager, Bio Med Molecular/Cellular Biology Biochemistry
Laura Pleasants - Senior Assistant Director of Operations, Swearer Center
Jennifer Quiroz - Center Manager, Center for Evidence Synthesis in Health
Felicia Raton - Custodial Quality Control Specialist, Facilities Management
Barbara Simoneau - Application Development & Support Specialist, Computing & Information Services
Maria Sokolova - Academic Program Manager, Program in Medieval Studies
Beth Travers - Laboratory Manager, School of Engineering
Yi Vizard - Project Planning Coordinator, Facilities Management
Raymond Windsor - Graduate Program Coordinator, Bio Med Molecular/Cellular Biology Biochemistry

2019 Co-Chairs

Liisa Laine - Project Coordinator, Facilities Management
Catherine Hanni - Academic Department Manager, Department of Egyptology and Assyriology (January-February 2019)
Grace Young - Faculty Appointment Manager, Office of the Dean of the Faculty
2018 Co-Chairs (Advisors to 2019 Chairs)

Michael Leitao - Systems Analyst, Transportation & ID Card Services
Jessica Pontarelli - Executive Assistant, University Human Resources

SAC Advisors

Barbara Chernow - Executive Vice President for Finance & Administration
Kimberly Roskiewicz - Assistant to the President (January - February 2019)
Marguerite Joutz - Chief of Staff & Assistant to the President