

**STAFF ASSOCIATION MEETING MINUTES**  
**September 12, 2007**

**PRESENT**

Jessica Abbott, Jaime Aton, Denise Bard, Bonny Barsi, Lisa Belaanger, Trish Charles, Eli Cherry, Judy Chestnut, Barbara Dessureau, Carla Fuller, Lynn Galvin, Megan Houlihan, Ellen Levasseur, Sandi O'Donnell, Lisa Parker, Jason Pomposelli, Amy Rodenbush, Jennifer Sanborn, Barbara Schwartz, Sharon Scorso, Terry Spencer, Barbara Steinberger, Janet Stephens, Bonny Stoecklin, Connie Yoczik, Linda Zigmont,

**PRESIDENT REPORT**

Jason Pomposelli opened the meeting at 1:00 p.m. The annual SA BBQ was a success except for the bees. There was no printed agenda for this meeting.

**GUEST SPEAKER – HRD**

Denise Bard, Lisa Belanger and Jaime Aton attended the meeting from Human Resources. They gave an update of the job posting policy change – Arosha Jayawickrema sent policy to Charles Condon who made some edits and then sent it on to Tom Dorer, new General Counsel and Secretary, and Tom is making additional edits.

There was a general discussion on a variety of subjects including

**Retirement Package** – would have received a letter from Arosha Jayawickrema if you were eligible

**Salary Range** – next adjustment to the salary range will be 2008, annual raises are merit not cost of living the university does not give out cost of living raises.

**Retention** – Good due to the generous benefits package the university gives employees. Turnover rate for the last 10-12 years has been 10% which is on par with other employers.

**Vacation Time** – Change in policy – no longer have to wait 18 months for vacation. Letter about the policy change should be up on the HRD website soon. Policy changed retroactive to employees hired between January – July 2007.

**Adult care** (taking time off to care for sick parents) can use CPL and family medical leave

**GUEST SPEAKERS - CAMPUS SAFETY COMMITTEE**

Lee Peters, Judy Carlson, Dr. Lynne Kelly from the Campus Safety Committee attended the meeting. Student representative Graziano DeCiaula, a junior from the Hartt School and a student regent was unable to attend. The Campus Safety Committee is looking for input from various university groups on high tech and low tech solutions to communicate with the campus community during emergencies.

The committee spoke about a high tech solution which was recently put in place – the new text messaging system setup to alert faculty, staff and students to emergencies on campus. The text messaging system will be the primary alert system – within seconds of sending the text

message the university community will receive it. At this time it has not been determined if they will use the text messaging system for school closings. The text messaging system is located offsite so if there was a power failure on campus messaging would still get sent.

Some SA recommendations were

Siren – different blasts – different meanings –one blast: check website, two blasts: go to dorm

Loud speakers in different areas of campus

TV Screens in buildings with scroll on the bottom with university information

Campus lights put on strobe at night during emergency

Locks on doors – could be problematic as it could keep emergency services from entering

Flag at the entrance of campus which would alert people not to come on campus

Upgrading the email system – at the present time if an email is sent to faculty, staff and students it can take up to 6 hours for everyone to receive email

The committee stated that part of the solution will be education of the campus community

What to respond to

How to respond

How to keep campus community safe and avoid situations in the future

If anyone has any recommendations please contact any member of the Campus Safety Committee. The committee will be creating a comprehensive report and a list of recommendations for President Harrison by the end of October.

**Next Meeting will be October 10<sup>th</sup> at 1:00 p.m. in GSU 335. Guest speakers will be Jennifer Sahr from Development and a speaker from United Way.**

Linda Zigmont

Recording Secretary