

**SAS Meeting Minutes for May 6, 2015**  
**9:00-10:30 am; 131 Decio**

**Attending:** Eileen Barany, Kelli Brown, Laurie Mastic, Darlene Nowakowski, Maribel Rodriguez, Rhonda Singleton, Terri Sweeney

**Absent:** Marie Revak,

**Guests:** Matthew Fulcher

**Meeting called to order at 9:03 am**

**Regular Business:**

1. O'Shaughnessy Bathrooms – Matthew Fulcher
  - A. Renovations due to University Architects systematically working on making every building ADA compliant. In O'Shaughnessy this included the new signage, at least one bathroom must be ADA accessible, and all bathrooms must meet federal ADA code.
  - B. Door issues addressed: Toe pulls are made for metal doors, however O'Shaughnessy has wood doors. Arm pulls are not ADA compliant and can cause injury. For safety issues, doors are not permitted to open out into the hall. Placing a button to automatically open is cost-prohibitive, plus there is asbestos in this building which causes many issues if opening up walls to install the switch.
  - C. The removal of paper towels from the bathroom was ordered by John Affleck-Graves.
  - D. Matthew will investigate the flow force of the water. It was reported to him that it is too strong and splashes terribly, leaving the person and floor wet.
  - E. Matthew will investigate placing hand sanitizer outside the door.
2. Darlene checked into how to get the Health quotient benefit owed when not working over the summer. Darlene contacted Scott Hershberger, Benefits Manager. Laurie has had issues every summer with this. You should contact HR at the beginning of your summer hiatus and then when you come back. We will want to ask Lori Maurer if she wants us to inform staff of what they need to do, and to check their paychecks to make sure the money is being added to their paycheck in the fall.
3. St. Pat's Summer trip
  - a. Vans from the park to the drop-off point will only hold 12. Currently there are 30 registered, so 6 people will need to drive themselves to the landing.
  - b. We need details about where to park and meet at the park and if there is an entrance fee.
  - c. The hike will take about an hour.
  - d. Are there gluten-free options?
4. October Fundraiser – Where would we make the biggest difference?
  - a. REAL Services – only 5% is administration. They work with the aging population and help more than 30,000 in our community. All monies given will go to people in our community.
  - b. Robinson Center
  - c. Center for Hospice
5. May 28<sup>th</sup> meeting will be held in 341 O'Shaughnessy. We will have this meeting. Rob took the Flextime proposal to the Executive Committee. We will want to hear back from him.
6. Welcome lunches: Maribel is setting up and will send out emails.
7. Concern raised after last Staff Admin Meeting: Many new employees were introduced. Why is the College not promoting from within? They do look at internal candidates first, but do not receive a lot of applicants this way. They will not take an unqualified or underqualified candidate just because they

are internal. Rob does encourage people to apply. Many are happy in the position they are in and do not wish to change.

**Meeting adjourned at 10:01 am.**

Minutes respectfully submitted by Laurie Mastic 5/28/15