1. **Welcome** – Gail Niklason

2. **Approval of October 5, 2021 meeting minutes** – By unanimous decision by the council, Meeting minutes will be reviewed and discussed in the next meeting on December 7, 2021.

3. **President Council Updates** - Brad Mortensen
   - President’s Council scheduled for November 3, 2021.
   - Brad talked about budget proposals from USHE that include plans for supplemental money for salary increases and additional costs related to the strategic plan. Salary increases raised the question about how this will affect tuition going forward, and Brad anticipates that the potential increase will focus on the living wage initiative. Plans will be finalized as more information is released in the legislative session.
   - Discussions regarding ways to increase enrollment for Spring semester will continue later this year.
   - SAC asked about the Wednesday extended hours initiative and it was discussed that the main reason for the change was to better accommodate the student population ages 25+ and those with night classes, as many fall on Wednesday nights. Ways to improve communication, thoughts on hours of operation (7pm vs 5pm), and how to improve employee morale will be discussed in the President’s Council meeting on November 3rd. SAC will receive an update by or before the next SAC meeting.

4. **Updates from HR** – Jessica Oyler, Assistant VP of Human Resources
COVID testing at the Student Health Center?
- Faculty, Staff, and Hourly Employee testing is free at the Health Center now if you are displaying symptoms or are in the close contact window of 7 days. Walk-ins are welcome, but it’s best to schedule an appointment before going. If there are any problems regarding testing, contact HR.

Where can staff get booster shots?
- Booster shots are available to Faculty, Staff, Hourly Employees, and their families in SU or CEC. Walk-ins are welcome, but it’s best to schedule an appointment before going.

Percentage of students asking for vaccination waivers?
- 6,392 students have completed the Survey. 81% of Degree seeking students are vaccinated, 17% filed for exemptions. CE and Virtual only students are exempt. Only staff who are also degree seeking students will receive the survey.

How many open positions are on campus?
- HR said that there are a lot of hourly positions available, however, salaried employee openings are average, but there are smaller application pools at the moment to fill vacant positions.

5. **SSSC Steering Committee report** - Crystal Giordano
- [https://weber.edu/weberthrive/committees.html](https://weber.edu/weberthrive/committees.html)
  - SSSC - Some of the committees have been restructured to better focus on the equity lens framework that USH has put out as well as WSU's strategic plan. The update committee groups are as follows: SSSC, Recruitment and Enrollment, Transitions and Opportunities, Engagement, Faculty and Staff Hiring and Development, and Retention.
  - The next SSSC meeting will be in December.

6. **Faculty Senate Updates** - Laine Berghout
- Faculty met on Thursday October 7.
First formal reading of the proposed adjunct senator vote amendment was given.

There will be a new conversation based on feedback from those who were at the meeting to see if a new draft of the proposal will need to be discussed.

FS invited Adrienne Andrews and Bret Perozzi to share the campus climate survey for their next meeting on December 9, 2021.

7. **Policy Committee** - Paige Davies
   - The Policy Committee met to talk about the Policy process, providing two documents for SAC to review regarding policy on policy that outlined the SAC internal policy review process. These documents can be obtained from Paige Davies if needed. Once it’s finalized, it will be uploaded to the https://weber.edu/sac website.

   **Q:** Can this process be done electronically?
   **A:** Yes, when needed. We hope to have a SAC meeting when policy changes are needed, but if that’s not possible, communication will be sent out virtually to SAC.

8. **Announcements**
   - **Winter break for staff**
     - This will be a week-long break between the Christmas and New Year’s holidays. There will not be a floating personal holiday this year. Any concerns can be addressed by HR.
   - **Committee survey updates**
     - An employee interest survey was conducted with Staff who would like to share feedback to a specific subcommittee. Reach out to Gail if you are the chair of a subcommittee for more information.

9. **Subcommittee and Initiative Updates**
   - **Staff Relations Committees**
     - **Recognition** - Alex Ward
• Campus-wide staff recognition meeting on November 2, 2021.
• Working towards a Qualtrics submission form and looking to implement it for testing during the Spring 2022 semester.
• Super Staff awards in January.

■ Advocacy/Grievance - Raeanna Johnson
• Met last week to discuss what new forms are going to look like and working on simplifying the process to submit grievances.
  Break it into two forms 1. Not anonymous that goes to the SAC Chair and Grievance committee. 2. Anonymous form that goes to just the SAC chair and Char of Grievance committee and keeps the results anonymous.
• Working on A10 parking lot concerns and there is an issue with water drainage. FM is going to salt the ice more to help reduce issues and injuries. This is back in the hands of FM for now. Lights will be going up in Browning Center soon.
• Police will be rolling out their app soon
• Discussion took place about Parking Services making the appeal process more straightforward and easier to find for those who get tickets. FYI that tickets will sometimes not show up in the appeal system for a day, so it’s usually best to wait to dispute a ticket. There is also an unclear amount of time that one has before the change to appeal a ticket expires. This will be discussed with the parking committee.

■ Communications - Josh Ford
• Updated the https://weber.edu/sac/meetings page.
• Looking for feedback and other content that could be added to the website.

○ Other initiatives –
Initiative for improved on-campus child care in regards to holidays staff have to work. Issues include: Funding and working around schedules of the students who staff these facilities. SAC agrees that this is an issue and is willing to help. Jessica Oyler has offered support and is interested in working alongside the Retention committee on this.

10. Q & A: SAC

Retention committee will look at exit survey data and other information will be available in the Google Shared Drive.

11. Q & A: Audience

12. Next Meeting – Tuesday 7 December 2021 (Modality: In-person/Zoom)

Meeting adjourned at 3:20 pm

Staff Advisory Council Attendance:

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<tr>
<th>Name</th>
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<tr>
<td>Gail Niklason, Chair</td>
<td>x</td>
<td>Amanda Geilman</td>
<td>x</td>
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<tr>
<td>Aubrey Jenkins Lord, Vice Chair</td>
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<td>Joan Gustafson</td>
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<tr>
<td>Luke Jenkins, Past Chair</td>
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<td>Megan Moulding</td>
<td>excused</td>
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<tr>
<td>Crystal Giordano, Treasurer</td>
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<td>Paige Davies</td>
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<td>Josh Ford, Recorder</td>
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<td>Alex Ward</td>
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<td>Richard Badger</td>
<td>x</td>
<td>Dustin Huntsman</td>
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<tr>
<td>Raeanna Johnson</td>
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<td>Hailey Loken</td>
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Other Attendees/Visitors:

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<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Brad Mortensen</td>
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<tr>
<td>Name</td>
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<tr>
<td>Jessica Oyler</td>
<td>Asst. VP of HR</td>
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<tr>
<td>Laine Berghout</td>
<td>Chair, Faculty Senate</td>
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<td>Courtnee Goodwin</td>
<td>OIE</td>
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<tr>
<td>Betsy Mennell</td>
<td>VP UA</td>
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<tr>
<td>Bret Perozzi</td>
<td>VP of Academic Affairs</td>
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<tr>
<td>Debi Larson</td>
<td>CSME/ENVS</td>
<td>x</td>
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<tr>
<td>Sonja Green</td>
<td>Davis</td>
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