

Staff Advisory Council Minutes (draft)
Thursday, January 14, 2016
Notre Dame Room, La fortune

Present: Tami Springer, Jan Solkey, Rebecca Lamp, Brenda Harley, Marilyn Bassett Lance, Bernard Kulemeka, Michelle Kretchmer, Shebra Guidry, Julie Logue, Tricia Dalenberg, Bobbi McMahon, Robyn Karkiewicz, Lori Haselrick, Susan Monroe, Julie DeSchaine, Tammy Beckwith and Cassie Smith.

Excused: Amanda Huerta, Alissa Hochstetler, Evelyn Mitchell, and Kim Miller.

Unexcused: Michael Mueller.

Guests: John Hartman, Maureen Hogue, Mary Kocks and Dave Seidl, OIT

HR Liaison: Sharon Hawkins

I. Call to Order

The meeting was called to order at 1:00 pm by Tami Springer.

December minutes were reviewed and Shebra Guidry made a motion to approve with a second by Robyn Karkiewicz.

Tami Springer introduced the new members to SAC. Tami gave a brief overview of representatives' duties to SAC.

The 2015 Annual Report was reviewed. All the major events and promotions that happened last year were listed in the review. Robyn Karkiewicz made a motion to approve with a second by Lori Haselrick.

II. Committee Updates

Benefit Committee

Robyn Karkiewicz reported no meeting.

Parking Appeals

Tricia Dalenberg reported no meeting before the holidays. Next meeting will be on January 19.

Promotions Committee

Jan Solkey went over the donations received for the Notre Dame Center for Arts and Culture (NDCAC). Donations were delivered on January 21 to NDCAC by Bobbi McMahon and Jan Solkey.

Website Committee

Amanda Huerta was absent from the meeting.

ECDC

Michael Mueller absent from meeting.

Interim Parking

Joe Reimers was absent from the meeting. He sent information in with Tami, as follows: Several 90-minute parking spots were added near Decio and Galvin; Dorr Rd. entrance was widened and parking orientation changed; Bulla lot split has achieved desired results; planning to install permanent barriers and gates; lots will be renamed after 2017 Commencement; shuttle ridership has doubled over the past year; Cardinal reports that evening shuttle is not full although utilized; no long term parking construction in the next two years; next meeting in May. New SAC rep. needs to be appointed.

Compassion Fund

Shebra Guildry reported one request. The next meeting will be on January 20.

Elections Committee

Jan Solkey stated that districts 4, 10 and 14 had run-off elections, as more than one staff member from each of those districts had self-nominations. SAC has many new members replacing outgoing rep this year.

III. Old Business

The game day shuttles will run until 11 pm to accommodate the late night shifts. However, a concern was expressed that staff are clocking out at 11 pm, so will the shuttle run beyond 11pm to accommodate those staff members?

An update about Grace Hall elevators was posted in the elevators from Heather Christopher Sen, Director of Maintenance. They will start in June 2016 replacing elevators, with one elevator at a time being replaced. It takes approximately three months per elevator. Call the Work Control Center (1-8888) to submit a work order every time there is an issue so they can respond and track issues.

A question was brought up about the new snack list for meetings. This issue was left to the new chairperson to decide and manage for future meetings.

IV. New Business

New SAC executive officers were nominated, voted on, and announced. The new Chair is Susan Monroe, Vice Chair is Robyn Karkiewicz, and Secretary is Julie Logue. Committee appointments will take place next month.

John Hartman, business analysis from OIT, discussed the replacement of the InsideND portal. This portal will currently end on June 30, 2016. The new portal will be simpler, mobile friendly, user friendly, and more of a gateway with less clutter.

OIT used focus groups to find out what staff, students and faculty would like for the new portal. Some comments were “one stop shopping, search for what I want to do, mobile friendly, link - click to go somewhere else, content-based, and favorites.”

OIT shared some of the potential replacements: Ellucian Luminis 5 is not mobile friendly; the Ellucian Portal was an option but had lots of extras that would need to be maintained. The new platform, One Campus, is solution-based in the Cloud: search, click, and done. The name will still be InsideND. You can demo new portal replacement at ND.onecampus.com.

There will be training sessions and videos available for the new portal.

A question was brought up about logging in numerous times to arrive at sites on the computer. This is due to the system getting older and a new portal replacement should alleviate this problem.

There was a question about transitioning to the new portal. The pilot program should be in place by May 1. InsideND and OneCampus will run parallel until August 1, which is when the old InsideND will be deactivated.

VI. Adjournment:

There was a motion to adjourn at 2:49 pm. 1st Shebra Guidry. 2nd Tricia Dalenberg.