Staff Advisory Committee

Dept of Agronomy

October 30, 2013

Present: Diane Nolan, Martha Rowe, Mike Livingston, Jeff Witkowski, Fran Benne, Susan Thomas, Jon Soper, Richard Ferguson, Cheryl Bogenrief. Absent: David Scoby

Key Points:

Welcome to new member: Jon Soper.

Special Contributions Award: A Department email was sent in late October asking for nominations. Three were promptly received. We will send out a 2nd email, post flyers around the department and at Beadle Center. We have set a deadline of December 2nd with a special SAC awards meeting scheduled for December 4th to evaluate the nominations and choose a recipient. It was announced at the All Staff Meeting on October 14th that Cheryl Dunn had received the Professional Development Award. Fran will send press releases to various news outlets.

Items in the Suggestion Box: Sending better notice of the All Staff Department Meetings. Seminar announcements: having more information in the text rather than the attachment; easier to add to calendar. (this has been sent to Kathy Schindler) Maintenance on dirt roads – some are dangerous and in need of repair –pass this along to TJ.

Safety Security: Notifying Facilities or TJ when the lights are out in parking areas. Notifying the campus police when strange cars or people are around. We talked about the Safety Committee and if these things should be brought to their attention. Also having a seasonal or quarterly safety reminder of current concerns, such as having drinking water available when working in the heat. (A Security and Safety Notice was promptly sent out by TJ and Carol Caha, Safety Chairperson, about state or personal vehicles and property security, and people or vehicles that look out of place.)

Next meeting January 29, 2014, 9:30 .m. in 279 PLSH

Respectfully submitted by

Cheryl Bogenrief