

CSCC Staff Advisory Council, Addendum to the Charter:
Business Case, Effective Academic Year 2022-23

This addendum supplements the Staff Advisory Council Charter (revised 10/13/2022) concerning the council's Purpose and Objectives.

Council Objective

The Staff Advisory Council is a group of staff representatives and advocates who promote the College's mission by fostering a sense of campus community, creating strategies to enhance staff morale, and partnering with campus leadership on matters of institutional concern. As the Charter details, SAC will collaborate in the execution of the CSCC's goals and facilitate communication. It will advise accordingly, support staff faithfully, and promote activities that serve CSCC and its community.¹

Executive Summary

In the wake of the pandemic, we have taken this time to review, revitalize, and refashion our commitment and offerings to the C-State community. The General Council met and determined areas of special interest and reflection.

- What we collectively and individually feel is the Columbus State promise
- Identifying a common direction
- Determining the value of these common understandings as we align our work forward
- Defining how this will inform our work

Our Direction and Aspirations: SAC Business Case

The Staff Advisory Council (SAC) represents, supports, and advocates for and with Columbus State's employees to partner, celebrate, and lead in spaces to grow our campus community.

We research, align, and promote strategies to enhance employee engagement and development while also fostering inclusion and belonging and celebrating diversity. We seek opportunities to share our voices to actively reach out to and respond to all of our campus constituencies centered on the employee experience.

We value the alignment and shared purpose with the Columbus State mission realizing we need to be employee-centered to be best positioned as student-centered. Many of the areas explored in this document focus on the synergy when we work in concert with our leaders and community.

These areas are:

- Employee engagement
- Providing trusted and confidential systems of reporting concerns and follow-up
- Partnering with other committees and departments on campus that have the same goal specifically regarding growing the employee experience

¹ "Purpose and Objectives," Staff Advisory Council Charter, <https://www.csc.edu/employee/our-college/staff-advisory-council/bylaws.shtml>.

- We are more than events. While events express our values and mission, we build from employee inquiry and needs and bring an action to those needs

As we continued brainstorming and exploring, we first focused values on what we viewed as CSCC's commitment. First and foremost, students come first, always. The College also cares for its community as a whole and promotes authentic involvement. It celebrates diversity, works towards equity and inclusion, and seeks to be accessible to all. The College is rooted in its community and serves it faithfully. We have summarized these C-State themes into five categories:

- Employee support
- Community engagement
- Student-centered
- Collaboration and inclusion
- Integrity

We then explored SAC's commitment to the College. As a council, we advocate and support staff across the College. We provide resources and a voice for them as we act as trusted partners. We are dedicated to professional growth and talent and skill development and seek to find ways to encourage this amongst the staff. Similarly, we seek to mentor staff members to support them in their development. Finally, we are committed to diversity, equity, and inclusion and incorporate them into our guiding principles. SAC's themes similarly categorized are:

- Employee support
- Student-centered
- Community engagement
- Collaboration and inclusion
- Professional development

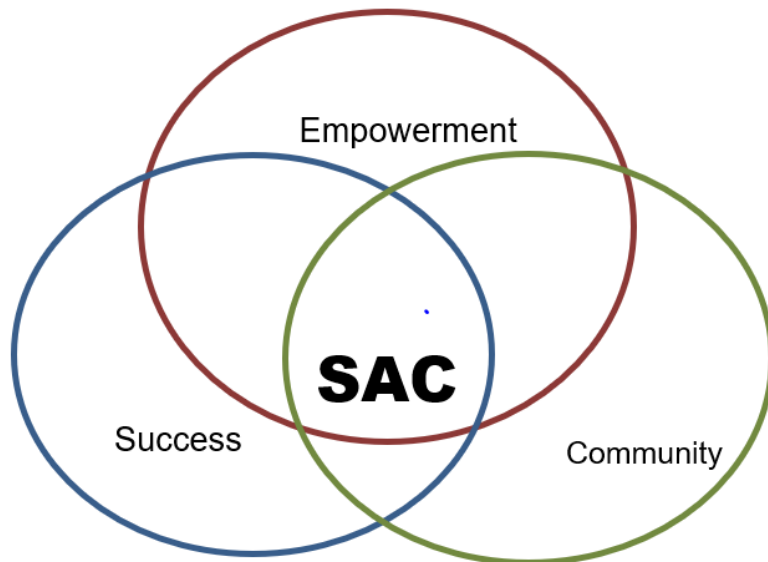
As a supplement to SAC's Charter, we are using this Business Case to help define who we are, what we do, and where we are going.

Who We Are

We value the opportunity to leverage talent and resources to support our Columbus State/SAC partnership. We will partner with campus stakeholders will help all staff members feel a deeper connection to our values of:

- Inclusion
- Diversity
- Professional development and growth
- Valuing people
- Staff advocacy
- Being a trusted resource
- Being a community partner

We commit to becoming more visible and active on campus and in the community to attract new members, grow the council, and contribute to lasting, impactful change.



- Empowerment
 - We support, advocate, and promote agency for the staff
 - We are committed to compassion and respect for all
- Community
 - We are committed to relationship building, inclusivity, collaboration, diversity, and integrity
- Success
 - We will endeavor with diligence, innovation, and resourcefulness to promote the growth and development of all staff and our college community

What We Do

SAC continues to focus on our “Big Buckets” of work: professional development, student success, institutional diversity, employee wellbeing, helping other employees, appreciation, employee belonging, advocacy, and employee-centered

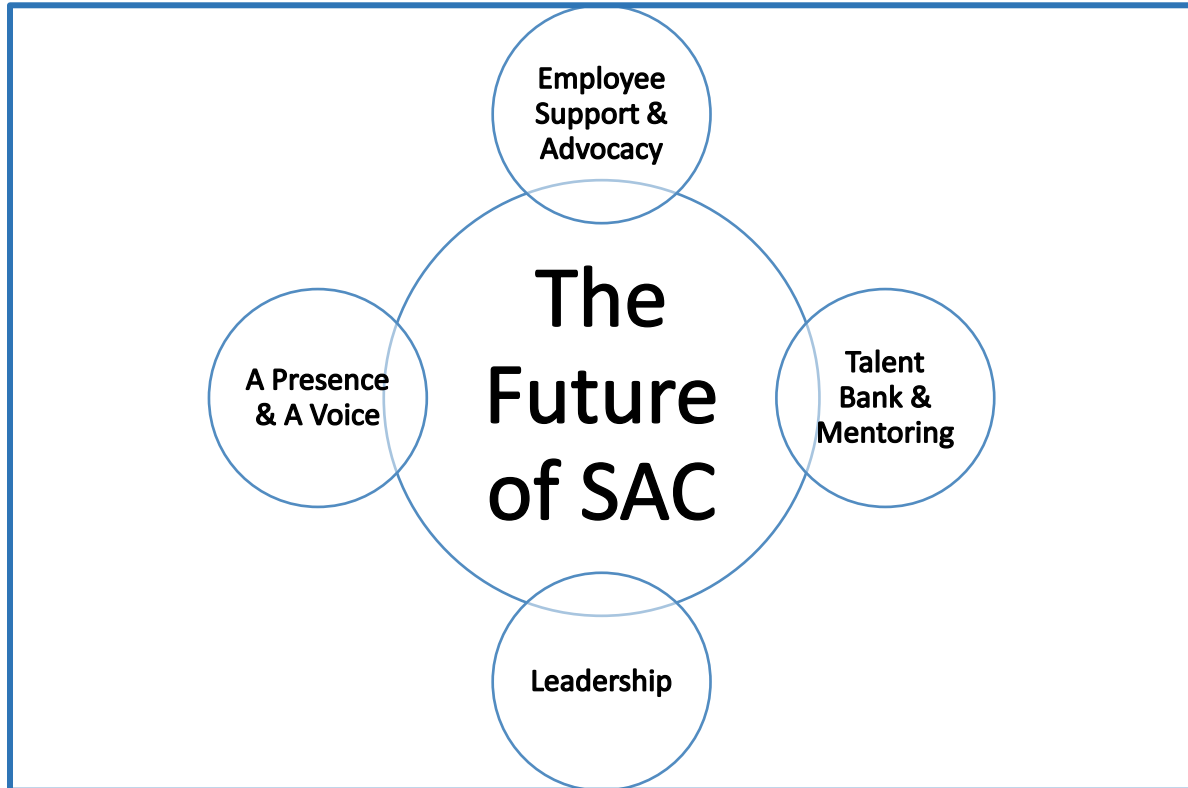
Our work can be seen through the different committees which allow us to focus our attention and direct our work

- 5k Scholarship Work-empowerment, community, success (professional development, student success)
- Employee Appreciation-community (employee support)
- Health Care Committee-presence -empowerment, community, success (professional development, employee support)
- CSCC Shared Governance
- OSCHE Council
- Wellbeing Advisory Committee-presence

- Employee enrichment-seminars, activities/events-community, empowerment, success (professional development & employee support)
- SAC employee advocacy-empowerment, success (employee support)
- Committees: empowerment, community, success (professional development & employee support)

Where We Are Going

The future of SAC is as diverse as the community it serves. The following visual shows how four different paths reflect the mission, vision, and values of the College and SAC.



- Employee Support & Advocacy
 - SAC is dedicated to its mission of bringing concerns and ideas to the administration on behalf of the staff, full-time and part-time.
 - Additionally, we are committed to breaking down the silos and serving CSCC to its fullest capacity.
- Talent Bank & Mentoring
 - Over the academic year 2022-23, SAC will take steps to define these two essential aspects of its mission.
 - An internal talent bank will be explored so that SAC members can learn from each other
 - A mentoring program will be drafted so that SAC members can serve as mentors to students

- Leadership
 - SAC will create and facilitate Leadership Circles in partnership with the President's Office as a way to engage senior leaders in a dialogue about aspects of leadership by asking questions such as what their philosophy on leadership is and how they have leveraged their strengths in their career
 - These will be piloted in June 2022 at the SAC retreat among the SAC Council
 - Following that, a Leadership Committee be created that will coordinate the Leadership Circles going forward
- A Presence & A Voice
 - Over the years, SAC has positioned itself to be an integral part of Columbus State Community College. By having a voice to represent non-unionized full and part-time staff, SAC has spearheaded initiatives focused on staff recognition, appreciation, representation, and student/employee education. SAC members embrace the College's mission and values. Our members strive to create innovative and engaging avenues for our community partners.
 - Our goal is to help staff find resources and connect employees with opportunities for professional development, outreach, and personal growth. We should be recognized as trendsetters; what we do connects the entire CSCC community.
 - All of our efforts foster goodwill, advocacy, and equity which will improve recruitment because employees will want to be a part of a group that exhibits a strong foundation. We will accomplish this by doing the following:
 - SAC Social (membership)
 - Invite new employees to a meeting (each current member should be able to do this)
 - SAC Conversations (voice for employees)
 - Who - Invite staff (part/full-time) to a quarterly meeting
 - Duration – no longer than 1 hour
 - Invite Cabinet or other leaders to discuss their area – talk about the importance of service and collaboration
 - Succession Planning
 - We are strategically situated to partner with HR to develop a process that helps staff with development and resources so that we can champion our community and leave a legacy of continuous process improvements.

The future is an ever-changing front. Therefore, this Business Case is a living document and should be reviewed each year, ideally at the annual retreat where its results can be assessed. The General Council will determine at that point if the document needs to be updated to reflect a new direction.

Conclusion

SAC exists at the intersection of diversity, professional development, advocacy, and inclusion. We are committed to the growth and success of the College and its community. We will take steps to become more visible and active on our campuses and in the community to attract new members, grow the council, and contribute to long-lasting and impactful change.