



**Staff Advisory Council Meeting**  
**September 2, 2015, 9:00am**  
**Burnett Hall Boardroom**

**SAC MISSION** – The mission of the Council is to advance the exchange of information, provide a common voice for staff ideas and concerns, and maintain a collaborative link between staff members and University administration thus promoting a positive and collaborative work environment.

**ARMSTRONG MISSION/VISION** – Armstrong is teaching-centered and student-focused, providing diverse learning experiences and professional programs grounded in the liberal arts. Armstrong strives to be an academically selective institution of first choice, recognized nationally for undergraduate, graduate and professional education.

Call to order and welcome: Meeting called to order at 9:01 a.m.

**Special Guest: Provost Robert Smith**

- Welcome & Introductions
- Enrollment Management

Retention is our collective responsibility. Armstrong's efforts are not what they could be and we are pushing for change. Increased enrollment gives us a favorable light when we approach the Governor's Office with budget requests.

**Treasurer's Report**

Discretionary funds. \$1277.17

Textbook: \$2196.59

**Committee Reports**

- Elections no report
- Fundraising

Storage locations for books: Shannon Vo, Laura Mills and Katie Twining offered storage space. Flyer will be sent soon. 50/50 raffle will support Katherine Arntzen's efforts and book awards. Leftover books will be donated, we do not have storage options to keep them.

- Outreach/Special Events

December 16, 2015 Holiday Luncheon is scheduled, we need charity suggestions. Toys for Tots needs to be planned with SGA, collection for toys will begin in October. Last year each member donated \$10-\$20, 2 bikes (male/female) were purchased from Amazon. Deidra Dennie has an Amazon Prime account and volunteered to make purchase with collected funds.

- Staff Development and Welfare

FERPA event with Rock McCaskill & Lee Davis has two dates. September 30 at 1:00 p.m. and October 1 at 9:00 a.m. both held in the Ogeechee Theater. A flyer will be emailed to campus in the next week or so.

#### Old Business

- Random Acts of Kindness  
Housing, Student Affairs, Counseling, Card Services and Testing will receive a visit on September 24. MCC and Housing will have separate deliveries.
- Polo shirt Update  
Thread on shirt will remain white.

#### New Business

- Galley Days: September 25, October 23, November 20  
\$5 with a Pirate Card ID. Good for breakfast, lunch or dinner.
- Joint Leadership Meeting Updates, August 25 at 9 a.m.  
Patricia and Deidra will both attend.
- Campus Climate Survey Report  
Everyone encouraged to attend a feedback session. Themes from these sessions and the final report will be used to create campus action plans going forward.

#### Upcoming Events

- FERPA Information Sessions: September 30 – 1 pm, October 1 – 9 am (Ogeechee Theatre)
- Celebrate Week – Treasure Savannah, October 17  
Celebrate! Campus, October 22; Community Celebrate! – October 24
- Over the Edge – October 30

Meeting adjourned at 10:01 a.m.

Attendance: Katherine Arntzen, Brandi Vaudrin, Katie Twining, Patricia Potter, Tracee Hickman, Deidra Dennie, Rebecca Carroll, and Shannon Vo.

Absent: Sharon Durant and Pam Culberson

Respectfully submitted by Deidra Dennie