



**Staff Advisory Council Meeting**  
**October 7, 2015, 9:00am**  
**Burnett Hall Boardroom**

**Present:**

Pam Culberson  
Tracee Hickman  
Pat Potter  
Katie Twining  
Brandi Vaudrin  
Rebecca Carroll

**Absent:**

Katherine Arntzen  
Deidra Dennie  
Sharon Durant  
Shannon Vo

**Special Guest**

Robert Howard and Tim Moody

- o Introduced Tim Moody as Interim CIO of IT Services
- o Provided handout of IT Services upcoming projects
  - o Highlighted Banner Hosting at USG, New Portal, and IT Governance

**Approval of Meeting Minutes:** Minutes from the August and September meetings were approved.

**Treasurer's Report**

Textbook Scholarship:

Balance: Report not available – Tracee will send an update to the committee.

There are twelve applicants for the Textbook scholarship. Total awards will be \$600. Committee approved proceeding with all twelve offers. Applicants taking classes at a different institution will need to submit a class schedule and their receipt as proof of enrollment.

Discretionary Funds:

Balance: Report not available – Tracee will send an update to the committee.

**Committee Reports**

Elections Committee

- No report

Fundraising Committee

- See Treasurer's Report
- Celebrate Book Sale
  - o Sign-up emails with the dates for the collection schedule and times for the Celebrate volunteer schedule have been sent.
  - o 50/50 Raffle : Half of proceeds will go to the raffle winner, the other half to Katherine's Over the Edge fundraiser

Outreach/Special Events Committee

- o Sub-committee is scheduled to meet October 9<sup>th</sup>.
- o Toys for Tots tree planting is scheduled for December 4<sup>th</sup>

### Staff Development and Welfare Committee

- FERPA training was held on September 30 and October 1
- Planning Fall semester events focused on the holidays (ie. Framing photos)
- Spring events focused on training for Banner/iStrategy, Peoplesoft, Handling Conflict, CyberSecurity

### **Old Business**

#### Polo Shirts

Available to purchase online. Shirts will not be available for Celebrate Day.

#### Random Acts of Kindness (RAK)

- Recent delivery - Student Union and MCC. Very successful.
- Next delivery will be for Housing, Counseling, and Health clinic on October 29<sup>th</sup>.
- Vote to approve up to \$60 from discretionary funds to help with RAK purchases was approved.

#### Galley Day

Over 60 people participated in Galley Day. Next event will be October 23<sup>rd</sup>.

### **New Business**

#### Joint Leadership Meeting (JLM)

Pat and Deidra attended the JLM. The focus was on FEI crisis management. They participated in a simulation event that included weather situations and a campus shooter situation.

#### Campus Climate Report and Feedback Sessions

Deidra collected information from eight feedback sessions. Main themes in feedback included Daycare, Cultural Safe Space, and Military Student services. There will be an action plan presented to the campus soon.

#### Fall Staff Assembly

Agenda suggestions for the Fall Staff Assembly

- HR benefits review
- Cyber Security with Chief Wilcox

Need to schedule date.

### **Reminders**

Celebrate Week:

- Treasure Savannah – October 17
- Celebrate! Campus – October 22
- Community Celebrate! – October 24

### **Upcoming SAC meetings**

- December 2
- January 6
- February 3
- March 2

Galley Day : October 23, November 20

Over the Edge : October 30

Toys for Tots Tree Planting : December 4