

Staff Advisory Council Meeting
Monday, July 9, 2012

In Attendance:

Shelly Merrick, Chair (President's Office/Academic Affairs) – First Term
Jessica Weaver (Business & Finance), Vice President – Second Term
Jennifer Incorvaia (President's Office/Academic Affairs), Treasurer – Second Term
Michael Smoose (Business & Finance) – Second Term
Tracy Gregory (Business & Finance) – Second Term
Carly Hallman (Advancement) – Second Term
Robby Dittmann (President's Office/Academic Affairs) – First Term
Joe Peny (Business & Finance) – First Term
Rebecca Carroll (HR Rep)

Not In Attendance

Also In Attendance

Dr. Linda Bleicken
Mario Incorvaia
Susan Hacker
Sheryl Powell

Shelly Merrick called the meeting to order at 4:05 p.m.

Dr. Bleicken thanked the Council for its work during the 2011-12 school year and presented gifts to Mario, Susan and Sheryl for serving on the Council for the last two years.

Robby Dittmann moved to approve minutes from June meeting. Carly Hallman second. Unanimously approved.

Old Business

Committee Chairs

Per bylaws, as Treasurer, Jennifer Incorvaia will chair Fundraising Committee.
Per bylaws, as Vice Chair, Jessica Weaver will chair the Elections Committee.
Carly will chair the Communications Committee.
Carly will chair the Outreach Committee.
Joe Peny will chair the Special Events Committee.
Robby and Tracy Gregory will Co-Chair of the Staff Development and Welfare Committee.

New Business

Council Initiatives

Carly brought up the idea of making the Matthew Freeman Pens and Paper for Peace project a campus-wide initiative. Shelly asked Carly to have a brief description and outline for the initiative to the August meeting.

Any suggested initiatives by the Council should be brought up in the same format and sent to Shelley by July 16.

Shelly will work with Bill Kelso to find a date and time to have a special meeting on prioritizing initiatives.

Roberts Rules of Order

Shelly will ask Chris Nowicki to speak at the same special meeting on the correct usage of Robert's Rules of Order.

Date & Time of Monthly Meetings

Per bylaws, meetings will stay the first Wednesday of the month. Time will also stay at 8:30 a.m.

Bylaws Amendment/Ad Hoc Committee

Michael Smoose will chair the Ad Hoc Committee to review the bylaws. Michael will ask Susan Hacker to serve on the committee. Committee will review combining the outreach and special events committee as well as distribution of seats between Business & Finance and President's Office/Academic Affairs.

Next Meeting

Wednesday, August 1, 2012 at 8:30 p.m.

Shelly asked for a motion to adjourn. Jessica Weaver moved. Meeting was adjourned at 5 p.m.