

STAFF ADVISORY COUNCIL
Wednesday, February 3, 2010
Burnett Hall Board Room
Meeting Minutes

"Don't ever let anyone tell you that you can't make a difference. If we all work on our parts of the planet we will change the world."
 ~ Tara Church

Frank Twum-Barimah called the meeting to order at 8:38 a.m.

Attendance at Meeting		
<i>Name</i>	<i>Representative/Department</i>	<i>Term</i>
1. Frank Twum-Barimah	Student Affairs / Housing – Compass Point	2008-2010
2. Corine Ackerson-Jones	Academic Affairs / College of Health Professions	2009-2011
3. Barry Davis	Business & Finance / Plant Operations	2009-2011
4. Mary Ellen Donatelli	Academic Affairs / Early Childhood Education	2008-2010
5. Tracey Dunn	Business & Finance / Business & Finance	2009-2011
6. Laura Harris	External Affairs / Donor Relations	2009-2011
7. Kara Green		
Absent from Meeting - approved		
Michael Cross	Academic Affairs / CIS	2008-2010
Chad Jackson	President's Staff / Sports Marketing	2008-2010
Donna Kaplan	Academic Affairs / Registrar's Office	2009-2011
Rebecca Carroll	Director of Human Resources, ex-officio member	
Jill Phongsas		

TOPIC
<p>I. Old Business</p> <ul style="list-style-type: none"> • Approval of Minutes – January 6, 2010 <p>Barry Davis offered a motion to approve the SAC minutes. Tracey Dunn seconded the motion. All approved.</p> <ul style="list-style-type: none"> • Accomplishments <p>Frank thanked everyone for the help with the events this semester. A special thank you to Kara and Jill for putting together the "So You Think You've Got Talent" showcase. This event brought the campus together in different ways. Also thanks to Chad for taking the photos and SAC members who attended.</p>

II. New Business

None

- **Committees/Officer Reports**

1. Communication: *Chad and Mary Ellen*

Mary Ellen sent the minutes to Sue for November and December, 2009, but they have not been uploaded to the website. Contacted Sue and she will place them soon. Today I will send Sue January's minutes.

2. Special Events: *Kara and Jill*

Kara updated us on the following:

- **March of Dimes**
Change for Change still being solicited on campus.
- **Talent Showcase – Friday, January 29, 2010, 7:00 p.m. in MCC**
 1. We would like to bring everyone together once a semester.
 2. Regal Cinema brought over 4 large bags of popcorn and the President's office donated water.
 3. 14 acts originally (no staff or faculty), 9 acts competed plus the AASU Gospel Choir sang at intermission
 4. Thomasine McAllister was the winner of the Trophy
 5. All were talented
 6. over 250 attendees: faculty, staff and students
 7. next year – bigger venue
 8. Write up a brief evaluation of event to critique for next year's planning.
 9. Should we continue sponsoring it, or should CUB or SGA take over? Keep under SAC.
 10. Ran into some roadblocks with different dates and participation.
 11. Our objective is to organize something by SAC to bring the whole campus together.
 12. Maybe have two categories of winners: one for Staff/Faculty and one for students.
 13. Erik Reid did a great job as MC.
 14. Maybe next year ask for travel size item or canned good for Union Mission from attendees.
 15. Overall – huge success.

3. Staff Development and Welfare: *Corine and Donna*

Corine asked everyone to let other staff know about the upcoming Lunch & Learn being held on Tuesday, February 9th regarding *How you Spend Makes a Difference* being held in UH 156 – bring your lunch. Their committee is also working on a pamphlet with Human Resources.

4. Fundraising and Outreach: *Laura and Corine*

Scholarships – Laura said she received a lot of thank you's from the recipients who were excited they got picked for the scholarship. Will work on textbook scholarship application form to include information regarding adding what planned activities have you supported or will support.

March of Dimes – Kick-off breakfast on January 21st went very well and this is our first time we are doing this event. Co-chairs: Megan Morris, College of Education; Corine; Tracy; Laura; Cynthia Graves, Science & Technology and we need one from Liberal Arts. We decided to do one

AASU team. Asked co-chairs to try and get 10 people to donate \$20 or 20 people to donate \$10 each. Donating is also accessible on-line. Student organization also has an AASU team.

Union Mission-We inundated campus with requests for books, toys for tots and Haiti. We discussed sending an e-mail out a week or two before asking for toiletry items and have one pick-up date of March 26 and then deliver to Union Mission.

Talked to Rebecca about situation during the holiday to assist co-workers. Working on a list of resources for a brochure to be housed in the HR department for people in dire need.

III. Any Other Business

- Tracy has about 400 free Chick-fil-A chicken biscuit cards. They can give us three times a year and we could possibly give them out at our assembly meeting.
- Frank will meet with Corine and Donna to work on a policy and procedure for financial aid funding. As we only have two more months before the staff assembly meeting, we would like to finalize the policy to give to President Bleicken for approval and present at SAC general assembly meeting in April.
- Think about how you would like to present what we accomplished during this year at SAC general assembly meeting.
- Introduce nominees for SAC at General Assembly meeting. Election will be on-line; we will then schedule a transition meeting in May to elect a new President, Vice President, Treasurer and Secretary. We will get together in the next few weeks to finalize planning.
- Staff Pot Luck Luncheon – everyone brings something. Last year's theme, "*Spring into Summer*"; we will need a new theme. Items to think about: date; time; games; prizes and awards for best dessert, entrée, appetizer and under \$5 meal.

IV. Announcements

- Today is 80's day at basketball game tonight. Monday is black out day at the basketball game – wear black.
- On February 16, housing is showing "Grand Torino" in UH 156 at 8:00 PM. There will be popcorn, drinks and discussion on diversity.

*Remember: "You don't have to be great to start, but you have to start to be great."
~ Zig Ziglar*

Frank adjourned the meeting at 9:23 a.m.

Next Meeting Dates

Date	Time:	Location:
March 3 April 7	8:30 a.m. – 9:30 a.m.	Burnett Hall Board Room

Respectfully submitted,

Mary Ellen Donatelli