Minutes of the Staff Advisory Council  
Wednesday, February 6, 2008

Present: Scott Gilreath, Brian Dawsey, Fern Illidge, Chris McCarthy, Carlita Carter, Amelia Castilian-Moore, Peggy Witherow, Rebecca Carroll (ex-officio)

Absent: Leona Avey

Guests: Betsy Ray, Jonnie Chandler

The members of the Staff Advisory Council met at 10:00 a.m. in University Hall, room 282.

The February meeting of the Staff Advisory Council was called to order at 10:13 a.m.

A. Spring Project
Jonnie Chandler and Betsy Ray attended the first part of the meeting to share their idea for the SAC Spring Service Project, and to request the endorsement of this project through the Staff Advisory Council by our promoting it and funding postage for the packages. Jonnie Chandler wishes to have an outreach project for the soldiers who are deployed to Afghanistan and Iraq. This outreach project would take place during the last two weeks of February, after which supplies donated and collected during that time will be organized and mailed to servicemen and women by Easter. Twelve (12) people have already agreed to be collection box monitors around campus. Ellis Sandt will donate boxes from Central Supply that the monitors will decorate, and Betsy Ray will store the collected supplies in Plant Operations. Notification of this outreach project will go out through email to AASU staff, faculty, and students with a list of suggested items to donate. Contacts include one person on Ft. Stewart’s ARMY base who will mail the boxes once they’re put together; and soldiers in contact with Jonnie Chandler who will accept packages and pass out supplies to fellow soldiers.

Scott Gilreath asked Jonnie Chandler what she would specifically need from the SAC; he then summed up the request and encouraged Council members to think about using this as our Spring Project; he thanked Jonnie Chandler and Betsy Ray for coming to the meeting.

I. Old Business
A. Approval of Minutes
The minutes of the January 2nd meeting were approved.
II. New Business

A. Committee Descriptions Placed on the Web
Scott Gilreath asked for more descriptions to be sent to him.

B. Directory Request from Staff
Scott Gilreath shared with the Council that staff members have requested a hard copy of the directory. If there is enough of a concern to stand behind this request, then Scott Gilreath will write a letter to the appropriate parties voicing this concern. There was much discussion by the Council on this subject, as well as the Online Directory available through Pirates Cove. There was also concern voiced over the information provided in the online directory being incorrect. Rebecca Carroll suggested that employees log onto Employee Self Serve to update personal and professional information to ensure accuracy. Scott Gilreath determined that there were two issues with the Directory concern: (1) that there was no longer a hard copy directory available to employees, and (2) that information contained in the online directory was incorrect or missing; he suggested that this issue be brought to John McGuthry so that complaints regarding the online directory be filtered through CIS.

C. Committee Reports
1. Special Events
Brian Dawsey would like to use the soldier supply donation request of Jonnie Chandler and Betsy Ray as the Spring Project of the SAC, upon approval from the Council.

Brian Dawsey discussed a Staff Bar-B-Q on Memorial Day because staff members have to work on that day. One concern was funding for this event. It was suggested that the Council charge a small fee of $1.00 for burgers or hot dogs; Brian Dawsey disagreed on the premise that the event remain free so staff members would come out. Rebecca Carroll recommended that the Council send a proposal to Dr. Jones asking that this event be added to the list of funded events and have Student Affairs coordinate it as a campus-wide celebration. Brian Dawsey will draft a proposal for us to read and approve.

2. Communications Committee
Scott Gilreath asked the Communication Committee to send out reminder emails after monthly meetings.

3. Staff Welfare & Development
The Staff Welfare & Development Committee had nothing to report.
Chris McCarthy asked about the progress of the proposal. Rebecca Carroll informed the Council that because of recent events that have occurred, Dr. Jones has allowed the time scheduled to be pushed back as the new interim Vice President of Business & Finance, Mr. Gauthier, has needed to use this time for training. Next month the proposal will be included under the HR belt as one of the priorities.

D. **Spring Project**

Scott Gilreath thinks that the SAC can work with other departments to make this more campus-wide. The biggest issue is how much the Council is going to set as a reasonable limit for support. There was some concern over depleting the SAC fund; Scott Gilreath volunteered to find out the costs of mailing packages from Jonnie Chandler. Brian Dawsey suggested naming a limit right now so that we could set boundaries from the beginning. The Council agreed, and Scott Gilreath asked for a motion to adopt this as the SAC Spring project with a limit of $500. The motion was seconded and approved.

E. **Election Procedure**

Scott Gilreath informed the Council that all nominees for the empty External Affairs spot vacated by Linda Hansen upon her transfer to another department declined the opportunity to serve on the SAC. Brian Dawsey expressed his concern about the response received from staff members to serve when time comes to elect members for the main election. Nominees stated that they were just busy with other things, but the concern of Council members is the turn-out for the future election. The questions arose, ‘is the Council not effective?’ and ‘why do staff members not see this as important enough to be a part of?’. The seat will remain vacant until it can be filled. Rebecca Carroll encouraged the SAC and suggested that they speak with Dr. Donahue regarding the External Affairs Unit.

The Election Procedure will be the main topic of discussion for March.

III. **Announcements**

There were no announcements.

The next meeting will be March 5, 2008, at 10:00 a.m. in the President’s Conference Room.

The meeting was adjourned at 11:23 a.m.

Respectfully Submitted,
Fern Illidge, Secretary