

STAFF ADVISORY COUNCIL
Wednesday, April 7, 2010
Burnett Hall Board Room
Meeting Minutes

*"Success is never final and failure never fatal. It's courage that counts."
 ~ George Tilton*

Frank Twum-Barimah called the meeting to order at 8:35 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. Mary Ellen Donatelli	Academic Affairs / Early Childhood Education	2008-2010
4. Tracey Dunn	Business & Finance / Business & Finance	2009-2011
5. Laura Harris	External Affairs / Donor Relations	2009-2011
6. Chad Jackson	President's Staff / Sports Marketing	2008-2010
7. Donna Kaplan	Academic Affairs / Registrar's Office	2009-2011
8. Kara Green		
9. Jill Phongsa		
10. Bill Kelso	Guest Speaker	
Absent from Meeting - approved		
Barry Davis	Business & Finance / Plant Operations	2009-2011
Michael Cross	Academic Affairs / CIS	2008-2010
Rebecca Carroll	Director of Human Resources, ex-officio member	

TOPIC
<p>I. Old Business</p> <ul style="list-style-type: none"> <p>Approval of Minutes – March 3, 2010</p> <p>Laura Harris offered a motion to approve the SAC minutes with the change of deleting Donna Kaplan's name from the Staff Development and Welfare committee. Donna Kaplan seconded the motion. All approved.</p>
<p>II. New Business</p> <p>SPARC Presentation: Mr. Bill Kelso</p> <p>Bill talked about SPARC's Mission, Vision and Value statements. Since 1984 he has been through three different strategic planning processes, but this particular process is different from the others. The Crane report will be posted soon.</p> <p>Phase 1: The SPARC committee is compiling a committee membership list that represents the special academic units of Armstrong. SAC is the final group.</p>

Phase 2: Strategies issues we are facing at this institution.

Phase 3: Specific goals and objectives; then send out to campus. By December we hope to have a new Mission in place.

General Assembly: Frank

Wednesday, April 21, 2010 at 3:00 p.m. in University Hall room 158. Last assembly we talked about what we wanted to accomplish, we will highlight what we accomplished. Jill and Chad to put together a PowerPoint presentation with photos and highlights of the book sale, talent show, etc. Thanks to Laura we have a list of all the people qualified to be elected from Human Resources. Laura will meet with Jen or another representative from CIS in regards to voting on-line. We have four vacancies: two Academic Affairs, one President's Staff and one Student Affairs. We need the list of those nominated by April 21.

• **Committees/Officer Reports**

1. Communication: Chad and Mary Ellen

Chad noted we had very few emails. Laura sent information regarding Union Mission collection and Chad sent out the email. Will resend first of next week and Monday, April 19th with more specifics on what is needed. Tracey is contact for pick-up and delivery of items to Union Mission. We will need boxes and cart to assist in collecting. Mary Ellen sent minutes to Sue and the website is updated through January 2010 minutes. Sue still needs to place the February minutes on the HR website. Frank noted they are still working on bylaws and photos being updated.

2. Special Events: Kara and Jill

➤ **Change for Change**

Still collecting money, \$10 as of today.

➤ **Spring Pot Luck: Country Western theme "Denim and Diamonds Hoedown"**

Committee meeting scheduled for next week to discuss the pot luck luncheon.

1. Wednesday, May 19, 2010 from 11:30 a.m. – 2:00 p.m.

2. Will try to request the New Student Union plaza first, and Shearhouse Plaza as a back-up.

3. We will announce the Pot Luck at the General Assembly Meeting and ask the SAC committee to dress up in cowboy/girl gear on April 21st.

3. Staff Development and Welfare: Corine

Corine stated there are two Lunch & Learn's remaining, both being held in UH 156 from 12:00-1:00 p.m. or 1:05-2:05 p.m.

Tuesday, April 13: "Tips on How to Buy a House" with Matthew Farmer

Tuesday, May 11: "Where do we go from here? Resume Writing."

In the process of procuring a speaker. Tracey also noted the Financial Aid office is sponsoring a Lunch and learn on April 29: "Budget. What Budget?"

4. Fundraising and Outreach: Laura and Corine

Scholarships – Summer 2010 scholarship applications due by May 14. Fall application form is still being revised.

March of Dimes –April 24, 2010. Please donate.

Union Mission – Toiletry and dental hygiene items needed. Bring to General Assembly meeting.

III. Any Other Business

- **Read Aloud:** East Broad Elementary, this Friday at 9:30 a.m.
- **AASU Pirates vs. SSU Tigers:** Playing for the first time since 1999 at Grayson Stadium at 2:00 p.m., Tuesday, April 13th. \$5 admission includes Sand Gnats game at 7:05 p.m. The Young Alumni Council is hosting "senior day" and will give out 25 free tickets to graduating seniors. SGA is giving out another 25 tickets to students. These tickets are handed out on a first-come-first-served basis.
- **17th Annual Taste of Southside:** Thursday, April 15th at 5:30 p.m., Armstrong Center.
- **Kiss-A-Pig Campaign:** President Bleicken is trying to raise money for the American Diabetes Association. Sticky Fingers will donate a portion of their proceeds on Wednesday, April 21 if you tell them you are from Armstrong. We are also doing "A Pie in the Face" on Friday, April 16th from Noon-1:30 p.m. at Shearhouse Plaza at a cost of \$2.00 per pie.

IV. Announcements

- "The secret of getting ahead is getting started" Sally Berger

Frank adjourned the meeting at 9:50 a.m.

Next Meeting Dates					
Date	April 21 General Assembly	Time:	3:00 p.m. – 4:00 p.m.	Location:	University Hall 158

Respectfully submitted,

Mary Ellen Donatelli
SAC Secretary