



Armstrong Atlantic State University
Minutes of the Staff Advisory Council
Special Called Meeting
Friday, July 29, 2005

Present: Amy Carter, Jonnie Chandler, Fern Illidge, Peter Mastopoulos, Shannon Mastopoulos, Betsy Ray, Becky Smith, Noot Tisdale, Peggy Williams, Rebecca Carroll (ex-officio)

Absent: None

Guests: None

The members of the Staff Advisory Council met at 10:00 a.m. in the Armstrong Center Technology Conference Center.

- I. The Special Called Meeting of the Staff Advisory Council was called to order at 10:05 a.m. Friday, July 29, 2005, in the Armstrong Center Technology Conference Center. Fern Illidge, President, presided. The Special Called Meeting was for the purpose of planning for the upcoming Assembly Meeting, September 21st.
- II. Fern Illidge asked for feedback from the meeting of the Staff Advisory Subcommittee: The Communications Committee. The Committee met on Thursday, July 11, 2005 at 11:00 a.m. in Shannon Mastopoulos' office. The Committee members are: Amy Carter, Shannon Mastopoulos, Betsy Ray, and Becky Smith. The Committee met to discuss the draft of the flier that will be sent campus-wide to announce the upcoming Assembly Meeting, and also discussed the Council's web site.

Amy Carter presented the draft of the flier. The Council provided feedback on the flier. Amy will make the noted changes and have another draft ready for the August 3rd Council meeting.

Shannon Mastopoulos has designed a web site for the Council:

<http://www.hr.armstrong.edu/sac/>.

The Council discussed the web page and appointed Amy Carter as representative for the Council to monitor the anonymous e-mail feedback from the web site; Shannon will serve as web master for the site.

- III. Shannon Mastopoulos and Fern Illidge will put together a power point presentation for the Assembly meeting. The agenda and presentation will include the Council mission, pictures of the members, and objectives and goals. A draft of the presentation will be presented to the Council at the August 3rd meeting.

The participation needed by the Council members at the Assembly Meeting was outlined.

- IV. The Council discussed the upcoming University System of Georgia 2005 Annual Conference. The Council may possibly send a representative to this conference.

The meeting was adjourned but re-opened for the following discussions:

- V. The Agenda for the August 3rd meeting was set:
- Approval of minutes of the Special Called Meeting, July 29, 2005
 - Approval of flier to announce upcoming Assembly Meeting
 - Council e-mail / web-site
 - Power Point Presentation for the Assembly Meeting
 - Faculty Handbook Revision
 - Projected goals and accomplishments
- VI. Fern Illidge thanked Peggy Williams for providing refreshments for the meeting, and Rebecca Carroll for attending the meeting.

The meeting was adjourned at 11:30 a.m.

Respectfully submitted,

Becky Smith, Secretary