



**Minutes of the Staff Advisory Council
Wednesday, August 1, 2007**

Present: Scott Gilreath, Brian Dawsey, Fern Illidge, Leona Avey, Carlita Carter, Amelia Castilian, Linda Hansen, Chris McCarthy, Peggy Witherow,

Absent: Rebecca Carroll (ex-officio)

Guests: None

The members of the Staff Advisory Council met at 10:00 a.m. in the President's Conference Room.

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

I. Old Business

A. Approval of Minutes

The minutes of the July 18 SAC meeting were approved.

B. Wrap-up of July Session Review

Scott Gilreath asked for any questions from Council members.

II. New Business

A. First Day Campaign

Amelia Castilian handed out a letter that was drafted to send out to all staff members regarding the annual Staff & Faculty Campaign. It was suggested that fund numbers and the SAC Scholarship number be added to that letter. A motion was made, seconded, and approved to send the letter.

Old members will continue working with the Communications Committee, and new members will be recruited.

Amelia Castilian named changes that need to be made to the SAC website:

1. members page – service time for Amelia Castilian needs to be changed
2. meetings page – 2007 meetings to be updated
3. accomplishments page – add more accomplishments
4. pictures – need to update the group picture and individual pictures. Will contact Kat Arntzen for next meeting.

B. Committee Reports

Special Events Committee

There was no chance, yet, to meet. Will call for a meeting for Celebrate AASU Day (October 17) & Ideas for a booth.

Staff Welfare & Development Committee

Old members will continue to serve on this committee and new members will be recruited. Suggestions for new members were made by Council members

Chris McCarthy handed out copies of the original proposal. Will have two meetings to brainstorm and exchange ideas in order to revise the proposal and have ready for Dr. Jones in mid-October.

Scott Gilreath will email an example of the kind of document that Dr. Jones is looking for as a guide for the committee to follow.

C. September Staff Assembly Meeting Volunteers

Scott Gilreath encouraged SAC members to arrive at the meeting 30 minutes early. The scheduled time is 3:00 p.m. on September 19, 2007, in the Armstrong Center Auditorium. Drinks and cookies will be served. Members will greet staff and Committee Chairs / co-Chairs will give updates. Will talk further about how to distribute Bylaws Changes to staff members for elections. Will also call for books to sell at our AASU Book Sale Booth; this year, we would also like to offer tapes, CD's, etc.

D. AASU Day Booth

In preparation for AASU Day, boxes will be set out to collect books; will send out an email to staff members. Volunteers to help collect books are Scott, Linda, Chris, Leona, Fern, & Peggy. The Council discussed what should be done with leftover books. Several suggestions were made and discussed; members with suggestions will find out more information for the next meeting.

E. Textbook Scholarship Fund Drawing

There were nine applications total. Fifty dollar awards were given to each candidate. Fern Illidge will keep track of what is in the account. Scott Gilreath suggested revisiting how much is given each semester. Upon looking over the scholarship policy, Council members briefly discussed some ideas. It was decided that this matter would be discussed at a later time. Award winners will be posted on the website, and a letter will be sent to award winners.

F. Election Procedures

The voting procedure was discussed extensively by the Council and various ideas and suggestions were made to improve the SAC voting process. Scott Gilreath made a motion to hold a special meeting the following week in order to dedicate a full meeting to discussing this process. The motion was seconded and approved to hold a Special Meeting on Friday, August 10, 2007, at 10:00 a.m. in the Presidents Conference Room.

III. Announcements

No announcements

Special called meeting on August 10, 2007, at 10:00 a.m. in the President's Conference Room.

The next Council meeting is September 5, 2007, at 10:00 a.m. in the President's Conference Room.

The meeting was adjourned at 11:45 a.m.

Respectfully Submitted,

Fern Illidge
Secretary