



Armstrong Atlantic State University

Minutes of the Staff Advisory Council Meeting

Wednesday, September 1, 2010

President's Boardroom, Burnett Hall

8:30 a.m.

The meeting was called to order at 8:37 am in the President's Boardroom.

Presiding: Mario Incorvaia

ATTENDANCE AT MEETING

<i>Name</i>	<i>Representative/Department</i>	<i>Term</i>
1. Mario Incorvaia	Academic Affairs/Art, Music, Theatre	2010-2012
2. Kara R. Greene	Student Affairs/ Testing Services	2010-2012
3. Laura Harris	Office of Advancement	2009-2011
4. Tracey Dunn	Business & Finance/Business & Finance	2009-2011
5. Charita Hardy	Academic Affairs/Admissions	2010-2012
6. Susan Hacker	President's Staff/Internal Auditor	2010-2012
7. Barry Davis	Business & Finance/Plant Operations	2009-2011
8. Rebecca Carroll	Director of Human Resources, ex-officio member	

Absent from Meeting-approved

Donna Kaplan	Academic Affairs/Registrars' Office	2009-2011
Corine Ackerson-Jones	Academic Affairs/College of Health Professions	2009-2011

The meeting was called to order at 8:37 a.m. Vice Chair, Mario Incorvaia presiding.

-The agenda was moved and approved by council members present.

Old Business:

-The Fall Assembly was moved from Wednesday, September 15th to Wednesday, September 7th at 3:00 p.m. in the Student Union, Ogeechee Theatre.

Committee Reports:

Staff Development and Welfare:

This year, the committee will focus on three initiatives; Lunch & Learns, Employee Assistance Program, and Staff Mentoring Program

Special Events Committee:

-Charita stated, "The committee has met and recruitment is still ongoing." The Special Events Committee will be using the same programs from last year and enhance them.

Fundraising and Outreach:

-Committee members have not met yet but will meet on Friday, September 3rd.

-The textbook scholarship application needs to be revised and voted on before it is published. The revision should be applied by the Fall Assembly Meeting.

-Additions to the application include, the individual applying for the scholarship must agree to serve as a volunteer for at least one event. The scholarship recipient will rate their committee preference on the application.

Communications:

-Tracey had the opportunity to meet with Shannon Mastopoulos and they are working on the Pirate's Cove component.

-An announcement about the Fall Assembly will be sent out today and again the day of the assembly.

Elections:

Laura & Mario will meet with Corine first then proceed with coordinating the specifics of elections.

New Business:

-The Matthew Freeman project: collect pens and pencils and send to Afghanistan. Lisa Freeman will come to the October 6th meeting to collect the supplies.

-Outreach projects from last year would be a continuation for this year.

-Day of Service, September 18. Chris Nowicki and Jason Tadlock spearheading this campus-wide initiative. The council was asked to participate. Check-in is from 7:45-8:30.

-President's Inauguration, September 17. SAC asked to volunteer. The event will be held in the Student Union.

Notes:

-PowerPoint for the Fall Assembly was shown. It was suggested that the web address and email be added to the presentation.

Meeting adjourned at 9:50 a.m.

Respectfully submitted,

Kara R. Greene

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SAC Secretary