



**Minutes of the Staff Advisory Council Assembly  
Wednesday, September 16, 2009  
University Hall, room 157  
3:00 p.m.**

<b>ATTENDANCE AT MEETING</b>		
<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. Michael Cross	Academic Affairs / CIS	2008-2010
4. Barry Davis	Business & Finance / Plant Operations	2009-2011
5. Mary Ellen Donatelli	Academic Affairs / Early Childhood Education	2008-2010
6. Tracey Dunn	Business & Finance / Business & Finance	2009-2011
7. Laura Harris	External Affairs / Donor Relations	2009-2011
8. Donna Kaplan	Academic Affairs / Registrar's Office	2009-2011
9. Chad Jackson	President's Staff / Sports Marketing	2008-2010
10. Rebecca Carroll	Director of Human Resources, ex-officio member	
Campus Staff	Approximately 85-90 in attendance	

Frank Twum-Barimah called the meeting to order at 3:00 p.m.

<b>TOPIC</b>
<p><b>I. Welcome</b></p> <ul style="list-style-type: none"> <li>Frank welcomed the staff and thanked everyone for taking their time to join us for the assembly. We are excited for the upcoming year and the energy you bring to this campus. The Council is working very hard, serving on various committees. Also, a special thanks to Rebecca Carroll for her advisement and support over the past few weeks.</li> </ul>
<p><b>II. Introduction of President Linda Bleicken</b></p> <ul style="list-style-type: none"> <li>Frank extended a warm welcome and thank you to Dr. Bleicken for coming this afternoon to speak to the staff.</li> </ul>
<p><b>III. President's Remarks</b></p> <ul style="list-style-type: none"> <li>On her ride over to the meeting in the golf cart, Dr. Bleicken asked Frank what do people want to hear. Words of encouragement. After speaking to several staff members about their fears, Dr. Bleicken stated: (1) yes, you will have a job, and (2) no more furlough days. Last week Dr. Bleicken attended the fall meeting of the Georgia Department of Labor and Commissioner, Michael Thurmond stated, "tough times are tough, but tough times they won't last." We are all in some tough times as a nation, state and institution. Out of these tough times, we look back</li> </ul>

and we learn to appreciate the good times. When I met with the staff advisory council, they talked about what we did in the past, what works and what didn't. The Pot Luck luncheon brings everyone together. Hats off to the Sick Leave pool. We are out in front of a lot of institutions, to have this is terrific. Working together with students on Makin' Maroon Green. How important and timely this is to both community and campus. You are amazingly cheerful and doing a terrific job. Thank you for all you do for Armstrong, we will see bright days ahead.

#### **IV. Vote of Thanks**

- Frank thanked President Bleicken for her words of encouragement.

#### **V. Brief overview of Initiatives/Presentation - Chair**

- This being my first meeting as chair, I would like to run through the things that were successful. We decided to co-chair committees and make it more staff friendly. There's a lot of construction on this campus and we would like to build on a foundation already laid. We will soon have 567 new students, and this council has been in existence for the past 4-5 years. We don't want to reinvent the wheel, but build on the foundation with all your help. Frank quoted Barach Obama, *"people will judge you on what you can build, not what you destroy."* Some of our previous initiatives:
  1. Textbook Scholarship
  2. Makin' Maroon Green
  3. Toys for Tots
  4. Union Mission
  5. Staff Mentoring Program

We are also working hand in hand with Georgia Power who will give out light bulbs at Celebrate AASU Day.

##### **Staff Welfare:**

1. Staff Mentor Program
2. Lunch & Learn
3. Furlough Fun Package
4. Change for Change

##### **Outreach:**

1. Habitat for Humanity Program
2. Toys for Tots (in November or December)
3. Union Mission (in spring)

##### **Special Events:**

1. Intramural Sports Tournaments
2. Fun activities, such as Pot Luck Luncheon
3. Wellness Day

#### **VI. Introduction of SAC members and Committees - Chair**

- Frank introduced the SAC committee and asked each to come up to talk about the latest developments within their committees.

#### **VII. Committees:**

- **Communication – Chad Jackson**

We send out emails on Makin' Maroon Green, the textbook drive, and any topic to keep you

informed. My job on SAC is to get this information out to you. You can communicate through our website under Human Resources or via email at [sac@armstrong.edu](mailto:sac@armstrong.edu) with any concerns. We are here for you as an advocate; please let us know your concerns.

### **Special Events – Kara Greene and Jill Phongs**

Our committee met early in the week and came up with the following ideas:

1. Speed networking; meet and greet off-campus sometime in October.
2. Staff Talent Show, "*So You Think You've Got Talent*", sing, dance, etc. with spaghetti dinner. Charge a nominal fee to pay for dinner. Looking at early November.
3. Staff intramurals sports: bowling, kickball, softball
4. Picnic/family fun day with kids in spring. Lots of activities and games.
5. Family Fun Pack days - gift certificate to local business. Enter 1<sup>st</sup> drawing today. We will announce the winner in two weeks.
6. Change for Change – your giving your change to make change. This money will help to put on more events.
7. Wellness day – geared towards staff members.

We will have sign-up sheets at the end of the meeting. Please join our committee that is now comprised of: Jill Phongs, Amy Carter, Kara Greene, Ruth Davis, Anna Mach, Cynthia Graves, Beth Crovatt, Tracey Dunn, Barry Davis and Frank Twum-Barimah.

### • **Staff Development and Welfare – Corine Ackerson-Jones and Donna Kaplan**

New members: Kathleen Platt, Charita Hardy, Angela Storck, Mikah Green, Anne Hanne, Theresa Davis and Suzanne Ansley. We work with Human Resources to help uplift moral of staff and build on personal and professional development.

1. Lunch & Learn – you bring lunch and we bring in a speaker. Please email us at [sac@armstrong.edu](mailto:sac@armstrong.edu) to make suggestions on what you would prefer to hear.
2. Mentor Program – through Human Resources. Sign up to be mentors and show new staff the ropes.
3. Welfare of Staff – H1N1 scare. Encourage you to stay home if ill and we want you to be informed. Flyers will be emailed to communicate the difference between cold and flu. Also, courtesy of External Affairs, anti bacterial hand gel has been distributed. Please join us by signing up at the end of the meeting.

### • **Fundraising and Outreach – Laura Harris**

Below are some of our planned fundraising and outreach activities:

1. Toys for tots we do with Marines. We collect brand new toys \$5.00 and up. We do not wrap.
2. Habitat for Humanity – be on the lookout for dates
3. Staff Textbook Scholarship – raise funds through book sale by your donating used books, videos, CDs and DVDs.

## **VIII. Recognition of Textbook Scholarship winners – Laura Harris**

- Our Fall 2009 Scholarship recipients: Sam Guthrie, CIS; Megan Morris, College of Education; Mirna Morrison, School of Computing and Annette Ramos, CIS.

## **IX. Celebrate AASU Day – October 21, 2009**

Frank noted that drop boxes have been placed in numerous locations around campus. Please contact us to pick up when full. The History department has been kind enough to give us a closet for storage.

## **X. Sign-up sheet for AASU Day Booth**

- We need your help in the following areas, so please sign up for the following:

1. help to sort books
2. set up booth
3. man the booth
4. tear down booth

We will be glad to provide tax donation letter, no money value in letter. Please email [sac@armstrong.edu](mailto:sac@armstrong.edu) regarding your donation letter. Chad will email the book drop locations.

Sheryl Powell stated that she is in charge of the Coca-Cola booths on AASU day and needs volunteers. There will be a sign-up sheet after this meeting.

## **XI. Announcements**

- Frank noted that Makin' Maroon Green is happening very fast. There are many ways to recycle around campus and we can make a difference. Georgia Power also noted that when the light bulb dies, don't throw them away as it makes it worse. Home Depot recycles them. As there is no current committee for Makin' Maroon Green, the SAC will discuss at the next meeting.
- Sheryl Powell asked if on the faculty furloughed days if we know what training will be available. Rebecca Carroll thanked everyone for their patience and stated they are looking at various options and will let us know.
- Door Prize - Janice Nease from Plant Operations won the \$10 gift certificate to Mid Town Deli.

## **XII. Closing**

- Frank thanked everyone for attending, and to please sign up for the various committees.

Meeting adjourned at 3:54 p.m.

Respectfully submitted,

Mary Ellen Donatelli