



Armstrong Atlantic State University

Minutes of the Staff Advisory Council Meeting
 Wednesday, October 6, 2010
 President's Boardroom, Burnett Hall
 8:30 a.m.

The meeting called to order at 8:30 am in the President's Boardroom.
 Presiding: Corine Ackerson-Jones

ATTENDANCE AT MEETING

<i>Name</i>	<i>Representative/Department</i>	<i>Term</i>
1. Corine Ackerson-Jones	Academic Affairs/College of Health Professions	2008-2010
2. Mario Incorvaia	Academic Affairs/Art, Music, Theatre	2010-2012
3. Kara R. Greene	Student Affairs/ Testing Services	2010-2012
4. Laura Harris	Office of Advancement	2009-2011
5. Tracey Dunn	Business & Finance/Business & Finance	2009-2011
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
Charita Hardy	Academic Affairs/Admissions	2010-2012

- The meeting was called to order at 8:30 a.m. Chair, Corine Ackerson-Jones presiding.
- Lisa Freeman, mother of soldier Matthew Freeman was present to collect school supplies for students in Afghanistan. The supplies donated from Armstrong would be helpful to the students and carry them a long way. Besides school supplies, cash donations are also needed. \$700 was needed in order to ship the last batch of donated school supplies.
 - Dr. Bleicken spoke to the council on behalf of the new branding initiative and presented a PowerPoint initiative. The purpose is to raise awareness of Armstrong and draw prospective students. The president stated, "Giving back is what Armstrong is all about."
 - The agenda was moved and approved by council members present.

Committee Reports:

Staff Development and Welfare:

This year, the committee will focus on three initiatives; Lunch & Learns, Employee Assistance Program, and Staff Mentoring Program. This committee will be divided up into more focused groups to plan programs.

Special Events Committee:

- No report was given from this committee since Charita was absent from this meeting.

Fundraising and Outreach:

- The used book sale is in two weeks. The committee will begin sorting and organizing the books soon.
- Tracey and Corine did a great job on the Matthew Freeman initiative.
- SAC has been asked to help with the preparation of bags for soldiers who are coming home. This project will be spearheaded by Amy Carter.
- Toys for Tots will be in December. There may be a holiday gathering on campus which Toys for Tots may also play off of.

Communications:

-The communications committee was happy the campus participated in donating to the Matthew Freeman project.

Elections:

- Special elections will be held for vacated seat. Once the elections committee meets, they will be able to brief the council on the process of elections.
 - Donna Kaplan will return to work on Monday. On Tuesday, a committee member will meet with Donna to see if she still wants to participate.
- If someone leaves their position or gets another job, a special election can be held.

New Business:

- Comments from the SAC comment box that were collected at the Staff Assembly need a stamp of approval in order to be posted on the website.
- USG council will hold a conference in Americus, GA at Georgia SouthWestern State University on Wednesday, October 27, 2010 from 10-3pm. This would be a great time for the Armstrong council to have a seat at the table. There are dues of \$25 and \$10 to attend the conference. Three council members attended the conference in Americus. Ms. Tracey Dunn, Ms. Susan Hacker, and Ms. Kara Greene attended the conference.

Notes:

- United Way campaign will begin October 11 and end on November 19th. If you're interested in contributing, please do so. Last year, Armstrong raised \$13,314. This year, the goal is \$15,000.
- There will be a penny war held in the residence halls to collect money for the United Way campaign.
- Corine has suggested making a video to advertise the United Ways initiative.
- Open Enrollment is October 25th-November 5th
- Changes to plans can be done online.
- Chk-fil-A and Outback Steakhouse will donate coupons with every open enrollment packet.

Meeting adjourned at 10:00 a.m.

Respectfully submitted,

Kara R. Greene

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SAC Secretary