

## SAC Meeting Minutes

January 4th, 10:00-11:00, 216 Business

In Attendance: Trisha Carlson, Alla Hatfield, Jadine Reese, Brianne Lippert, Doris Confer; Absent: Alan Schaffranek, Carol Lockard

### **1. Approval of Minutes**

Minutes were approved

### **2. Updates from committee liaisons:**

H&I (Doris): Next meeting on 1/12 to focus on how to engage staff community in professional development opportunities related to H&I

Awards (Carol): No updates

Diversity (Alan): Another meeting will be scheduled in early February

### **3. “You Rock” January**

Melissa Forsha was nominated by Stephanie Ironside and will be given the award in January. Jadine will coordinate the time.

### **4. Items for SAC Meeting with the Dean on 1/12 (meeting rescheduled for 1/30 11:00AM)**

- Feedback on the Holiday reception (suggestion to make it earlier in the afternoon, e.g. 3-5)
- United Way duties transitioning to SAC
- Gingerbread competition to benefit the Sunshine fund in the future
- Water filling stations

### **5. Dean’s Holiday Reception and Gingerbread House competition recap**

Went really well, a lot of people attended and stayed. See suggestion above.

### **6. SACK brown bags:**

- Feb 3rd – SouperBowl 12-1:00 in 217. Alla will create a doodle poll and send out invites. SAC has a budget of about \$100 for sandwiches and \$10.00 for bread and butter.
- Cookie decorating (possibly around Easter). Trisha will reach out

### **7. Open Staff Meeting ideas**

**1/25/17 at 10:00AM in 217**

Cassandra Kitko will not be able to attend. Linda Tobin from the Office of Human Resources will present on the EAP program.

**8. Additional Items to Discuss:**

Brianna will send out calendar invites to staff for the upcoming meetings in January and February