

Staff Advisory Council Minutes

General Meeting

11/09/2021

Microsoft Teams Meeting

2:00pm – 3:30pm

- Call to order — Jason
 - 2:02

- Roll Call— Matthew
 - Tonya, Carmelita, Bettina, Melissa, Doug, Marcia, Tommy, Nichole, Frank, Betty, Tracy, Aloysius, Brianne, Jason, Kat, Michael, Sherita, Aisha, Vena, Lawrence, Ms. Gubbs, Gene, Matthew
 - Absent: Dustin, Debbie, Michelle, Kristen, Monica

- Approving Minutes — Jason
 - Jason
 - Second: Brianne

- Treasurer Update – Frank
 - General Fund 2700
 - Ad Hoc 549.25
 - 5K 3301.59 (after 1500 transfer and invoice for \$3895)

- 5K Update — Nichole/Michael
 - New Branding/ name change, new logo
 - All focused around Student Success
 - Subcommittee focused strictly on getting the Delaware community

- Business Case Subcommittee - Jason/Kat/Nichole
 - The work we started with Barbara Allen at the retreat was narrowed into a document. Help needed from SAC members to finalize.
 - 3-man co-chair. Jason, Kat, and Nichole are co-chairs. (each tackling different areas)
 - Quick turnaround. Aggressive timeline. Hope to finish by December.
 - **Please reach out if you'd like to be a member of this short-term committee.**
 - **ONE MORE PERSON IS NEEDED!!!**

- Shared Governance Update – Vena/Frank
 - Document of draft policy changes was forwarded by Vena.
 - Have not met in a while. Had structural changes.
 - Only meet during policy updates. (maybe quarterly)

- SAC Committees Report Outs – Tommy/Kat/Doug
 - Tommy-had a quick brainstorming meeting. Will follow up when ideas are flushed out.
 - Kat-tasks have been assigned to finish up website.
 - Doug- please review last month's minutes
 - *Reviewing of membership forms and list of SAC members. (How is this handled going forward?)
 - List of membership is on Share Point and web page.
 - Membership applications housed on OnBase.
 - Changes/recommendations/additions for the Treasurers position.
 - Updated changes (split into 3 issues) will be presented @ next meeting.

- Wellbeing Update — Nichole
 - Newsletter came out last week. Please review. Uploaded in the chat.
 - 2 seminars this week. (Tues = Estate Planning, Thurs = Personal Finance)
 - Dec. 9th mammogram van returns. (open to all employees)

- COVID-19 Student Return to Campus and Instruction Group – Vena
 - Vena. Out

- COVID-19 Student Return and Campus Operations – Jason
 - No recent updates

- Open Discussion/Questions – All
 - Melissa. Anyone who went above and beyond during the pandemic, please nominate them. Info on our Teams chats.
 - Barbara. Submit a clip of yourself lip-syncing “Happy”. See email from Jason for more details.
 - Kat. Submit cougar paws for your co-workers.
 - Nichole. Adopt a student or family info in the update. Maybe we do a drive as well.
 - Complete the DEI climate survey. (Very important to fill out) COMPLETELY ANONYMOUS.

JASON, thank you all for your passion!

- Adjournment
 - 3:15. Jason
 - Second. Kat

Next General Membership meeting is December 9th, 2021 on Teams