

## Staff Advisory Council Minutes

### General Meeting

09/09/2021

#### Microsoft Teams Meeting

2:00 – 3:30pm

- Call to order — Jason
  - 2:03 PM
    - Second= Tina
  
- Roll Call— Matthew
  - Bettina Batts, Ms. Grubbs, Melissa Helpman, Tommy Tucker, Tonya Anderson-Russell, Kat McDonald-Miranda, Sherita Golden, Gene Finkler, Marica Holleman, Matthew Brent-Manderick, Michael Hicks, Lawrence James, Jason Love, Monica Badurina, Aisha McGraph, Aloysius Kienee, Betty Sugar, Vena Hill, Brianne Wears, Dustin Iacovone, Carmelita Boyer, Nichole Bowman-Glover, Frank Sugar, Doug Wright
    - Absent: Debbie Smith, Tracy Thornton, Kristen Treadway
  
- Approving Minutes — Jason
  - Tina
    - Kat
  
- Treasurer Update – Frank (Betty)
  - General fund -----\$2700
  - 5K -----\$18,669.49
  - AD HOC -----\$549.25
  
- Welcome Back Event Update – All
  - THANK YOU.
    - Special shout out to those on the planning committee.
    - Both locations were great.
    - Tommy’s idea took off. Great job Tommy!
    - Great feedback and thank yous were received.
    - Looking forward to that impact on ALL WE DO!
  
- 5K Update — Nichole/Michael

- Will be meeting with the executive team and anyone who wants to join. Details to follow.
  - Moving forward want to be firm in the process of handing out scholarships.
  - ***ANY THOUGHTS/IDEAS WELCOME....***
  - Gave out 4 scholarships this year.
  - If you would like to be more involved, please let Michael and Nichole know.
- Wellbeing Update — Nichole
- 9/22. Student Loan repayment seminar.
  - **Covid and Flu vaccine clinic. (open to employees and students) 9/29.**  
**INFORMATION TO FOLLOW**
  - Only vaccines received during this cycle will count towards this cycles Rally Coins.
- Goal Setting and the SAC Business Case – Nichole/Kat
- Executive group had 1<sup>st</sup> meeting with Barbara has happened.
  - Reviewing the data collected from the retreat.
  - Will be meeting again to match the data to a business model
  - Putting on goals in this format will resonate with the College.
  - Other groups and councils around the college are going through the same steps as well.
  - Aligning ourselves with the college’s values.
- SAC on Teams/Committee Channels – Matthew
- We will do a majority of communicating through our TEAMS channel.
  - To find
    - Open your TEAMS app.
    - Click on the TEAMS icon on the left side of screen. (sometimes it requires a double click). This takes you to a page with a list of your teams. Click till this list appears.
    - Find and click the Staff Advisory Council Group in your list.
    - You will find pages for both posts and files maneuver the pages by clicking the links at the top and along the sides.
    - The links for the sub-committees are there.
  - If you do not have permission to the page or need help, have questions. Please contact Matthew.
- SAC Committees Report Outs – Tommy/Kat/Doug
- **Activities**= no report at this time
  - **Communications**=Website layout has changed. Text change is in the works. Everything else will follow (minutes, members updates).
    - Think about “Becoming a member”. Any ideas are welcome
    - Also 5K section needs updated.
  - **Bi-laws**=currently in works. Details to follow.

- Formal Process for Staff Concerns/Suggestions – Jason
  - Concerns and/or suggestions, going forward
    - Put it in writing
    - Send to SAC email address. **(SAFE SPACE)**
    - We want DATA. We want to track it and have a trail.
  -
- COVID-19 Student Return to Campus and Instruction Group – Vena
  - Will get a report next meeting
- Workforce Return and Campus Operations – Jason
  - No new updates. Please check the TEAMS files for campus hours.
- Open Discussion/Questions – All
  - The vaccine clinic is confirmed. Please feel free to share information. Announcement from Marketing will follow.
- Adjournment
  - 3:07 Jason
    - Second. Kat

**Next General Membership meeting is October 14th, 2021 on Teams**