

Staff Advisory Council
Meeting Minutes
Thursday, February 10, 2011
1:00-3:00 pm
Skutt Student Center 104

Members Present: Terry Begley, Susan Chamberlin, LeeAnn Crist, Karen Farias, Liz Flaherty, Celeste Hubbard, Tadd Martin, Marsha Pierce, Taunya Plater, Erin Schnell-Gaines, Heather Smith, Tami Thibodeau, Annette Thomas

Members Absent: Eddy Butkus, James Dorsey, Jennifer Larsen, Marsha Schlautman, Colleen Warin, JoAnn Wilde

The meeting was called to order at 1:00 pm. Karen Farias offered reflection.

1. Approval of minutes:

The minutes of the January meeting were reviewed. With minor revisions, a motion was made and seconded to approve the minutes. All were in favor.

2. New Business:

- President's Advisory Board Update
 - They viewed the Crisis committee's Active Shooter Video, which is currently under review.
 - The Campus Safety Assessment, a 3-day evaluation is being conducted by an independent organization. Public safety issues were identified as a concern by student affairs committee of the Board of Directors at a dinner last fall.
 - Program Prioritization. Recommendations were made to categorize programs as eliminate, enhance, maintain or restructure. They identified 25 critical issues, including reworking the budget, consolidation of all marketing efforts on campus, and consolidating technology across campus. Every Vice Presidential area has something on the restructuring list and will be responsible for creating an action plan to meet the desired goal.
 - Father Schlegel will attend our meeting April 7th.
 - They have interviewed the third candidate for Dental Dean and are interviewing a fourth.
 - Acceptance and completed applications are running ahead of last year. Expectation is that we will be in a better position this year regarding year end revenue than last year. December fiscal year to-date tuition and fees are up 7%. Net contribution is approximately \$2 million behind last year.
 - The Budget Committee is beginning to plan for fiscal year 2012 and are planning to close the deficit incorporating recommendations from the program prioritization process.
 - Greek life is flourishing. The average GPA is 3.3.
 - Fr. Alexander talked about the memorial service for Kali Mann, a student who was killed in a car crash around Christmas.
 - The director of Women's and Gender Studies announced that their annual award will be named after Kali, who was the award's first recipient.
 - The new Print Center is having an open house is during February. If you have the opportunity to see it, the new machine is very nice.
 - DOIT is focused on electronic medical records and the email transition to Exchange 2010.
- SAC will have a table at the Purchasing Expo with materials regarding the Town Hall Meeting, upcoming SAC elections, and upcoming Backpack challenge.
- Follow-up from John Wilhelm.
 - There have been delays in the Xerox roll out due to year-end Xerox supply chain issues, the Christmas break and overcoming technology challenges when adding the printers to the network. DOIT is trying to learn from problems that have been happening.
 - Note: Xerox is installing new printers other than one used that was installed in the Law School due to space issues.

- Also, new stands for printers must be ordered through the purchasing office if they are required.
 - The campus safety assessment will send a survey out to students, faculty and staff sometime in February. The survey will gauge the effectiveness of campus security measures and satisfaction of public safety services, but will not address hazardous materials and animal research.
- Billy Blues
 - Complimentary lunch appointments can be set up by us and another member of our department to see what Billy Blues can do for us.
- Website update. Tadd and Marsha are working on a new SAC website. It will be unveiled at the March Town Hall.

3. Reports:

- Treasurer: Karen Farias
 - She will have another budget update after the Town Hall.
- Staff Relations: Taunya Plater
 - The spring Town Hall Meeting will be Friday, March 11th, in the Harper Center Room 3023, from 11:30am-1:00pm. Speakers will include: Dawn Obermiller providing a wellness update, Mike Fecci talking about DOIT email changes, Bob Duros talking about conversion to Xerox printers, and Dan Burkey providing a Program Prioritization update. Prizes will include coupons for free coffee, gift certificates to Billy Blues, Wellness Baskets and an iPod nano. Recipients must be present to win. Grab and go lunches will be available for purchase outside of the event. For anyone unable to attend the event, it will be live streamed on our website.
 - There are several new SACsational deals available on our website. As Heather confirms the coupons, Taunya is sending the information out to Jaynet news and Creighton Today to advertise them and Marsha is posting information about them on our Facebook page.
- Nominations: LeeAnn Crist
 - The ROY nomination time frame may be too long. Most nominations were received at the very beginning or the very end of the nomination period. Next year, we may reduce the nomination time to two weeks.
 - We received 21 ROY nominations. The nominating committee has selected their top 5 and handed out a packet regarding the nominations to SAC members. Sue will send out a BlueQ survey for voting. Voting will occur February 14-16th.
 - Stefani Coleman has taken a position outside the university. There was no runner up, so her position will be filled as a 3-year position this next election.
 - Marsha Pierce will be leaving July 31st. The committee will check if there was a runner-up to serve out her last year. If not, she will be replaced at the election cycle with a 3-year position.
- Issues: Tadd Martin
 - No report at this meeting.
- Staff Service: Celeste Hubbard
 - We would like to thank Celeste for her service on the MLK committee and congratulate the Committee on a successful week of events. SAC will need to select a new MLK committee representative next year because Celeste is cycling off this election.
 - SAC will be doing the Salvation Army Back to School Campaign again. Creighton will collect rulers again this year. UNO will collect highlighters. College of Saint Mary's is on board this year as well! This year, the drive will only occur during April because it was too long last year.
- Standing Rules: Terry Begley
 - No report at this meeting.
- Jesuit Relations: Eddy Butkus (Reported by Taunya Plater)

- Seven Jesuits have agreed to join the small group luncheons. They are being organized by SAC members, and will have 8-10 people attend. The committee would like to have the lunches completed by the end of February. .
- 4. Guest speaker(s):
 - Tom Lenz, Cardiovascular Risk Reduction program
 - In 2008, the HR helped to roll out a new Cardiovascular Risk Reduction program as an employee benefit, where they enrolled 15 members with high cholesterol and high blood pressure. The program has a start date, but no end date. Members can participate as long as they wish. The purpose is to complement the wellness program, and to lower participant's level of risks, lower unhealthy days, and enhance quality of life. They focused on improving seven categories in their lives including: nutrition, sleep, stress, increase activity, weight loss, alcohol in moderation, and tobacco cessation. The program was highly successful.
 - Last year, they enrolled 35 members, 10 of which were type2 diabetic. This year, the candidates showed less improvement than the previous enrollment, but still saw improvements in all categories.
 - Soon, they will be enrolling more in the Cardiovascular Risk reduction program and also starting a Diabetes Risk Reduction program.
 - Rick McAuliffe and Tanya Winegard , Violence Prevention Training
 - They presented a violence prevention video that is part of a series and are currently working on how to roll out the program to faculty, staff and students across campus. Currently, they are planning on presenting it to small groups in order to be able to answer questions regarding violence prevention.
 - Public Safety will be sending out a survey to ask about whether people would report behaviors of concern and who they would report them to.
 - Currently, we do not have anonymous reporting.
 - They would like any comments or suggestions we have regarding the video series.

Adjournment: The meeting was adjourned at 3:10 pm.

Respectfully submitted,
Marsha Pierce
SAC Secretary