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| SAC [January 2017] Meeting  |
| 1.12.2017 | 1:06 pm | Skutt , Rm 209 |
| Meeting called by | Felicia Nuno |
| Type of meeting | General Monthly Meeting  |
| Facilitator | Felicia Nuno  |
| Note taker | ElizaBeth Syphers  |
| Attendees | Elizabeth Syphers, Sheri Bacon, Katie Breedlove, Adam Haakenson, Dijon De La Porte, Sharene Sterling, Lynne Caruso, Felicia Nuno, Charise Alexander Adams, Craig Weber, Sarah Oliver, Amy Hansen, Nancy Smith, Jasmine Harris, Dr. Richard Rossi, Shavonne Washington-Krauth, Fallon Watts |
| Approval of Minutes from [11.10.2016] |
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| Discussion | Amy Hansen made a motion to accept the minutes. Sheri Bacon seconded the motion  |
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| Conclusions | Motion carried. November 2016 minutes approved and will be posted on the SAC website.  |
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| Spotlight |
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| Discussion  | Jasmine Harris – Clinical Research Office and Tobacco Programs |
|  | Jasmine shared about the research resources available on campus, what types of research is conducted, what tobacco programs are available and contact information. Please see January 2017 SAC Newsletter for additional information on the department of Clinical Research and Tobacco Programs.  |
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| Update: Search Committee on VP for Finance  |
|  | Charise Alexander Adams |
| Discussion | Charise gave a detailed update on the 2yr process of searching for a VP of Finance.  |
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| Conclusions | John Nisbet was selected and will start February 6. |
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| New Business Proposal  |
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| Discussion | The committee discussed three issues (Service hours, Employee Crisis Fund, Tuition Remission, Room/Board and Scholarships) |
| 1. Service Hours Policy – Question-is there a standard policy or could one be in place for the university?
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| 1. Employee Crisis Fund - The university already has an Emergency Fund in place but can an Employee Crisis Fund be looked into where staff can donate sick and vacation hours to employees that have exhausted all their resources.
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| 1. Tuition Remission, Room/Board, Scholarships – More research is needed and an update to come.
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| **Upcoming Events**  |
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| President’s Luncheon – 15 staff will attend a luncheon w/ Fr. Hendrickson. Next President’s luncheon will be held in April.  |
| MLK – Celebration Week |
| Founders Week – Convocation will be held on 02/07/17 starting at 3pm in Harper Auditorium and reception to follow in the ballroom. The Mary Lucretia Lunch and the SCSJ Soup Lunch will also be part of Founders Week events.  |

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| Reports  |
| **Treasurer’s Report – Shavonne Washington Krauth**SAC promotional items are in and currently stored in Shavonne’s area. The remaining balance for SAC funds are $693.25. |
| **Presiden’t Office – Dr. Richard Rossi**Dr. Rossi touched base on the new hires for the VP Finance position, VP for University Relations position and gave an update on the status of search for the Diversity Officer. Also, gave an update on the new health center and a tour is available on February 12 from 2pm to 4pm.  |
| **Human Resources – Lynne Caruso**Amy Hansen gave an update on how the new myHR system was going. There were a few bugs that have been worked out and is well.  |
| **Secretary’s Report – Elizabeth Syphers**Beth gave an update on who would be doing February’s spotlight and reflection and to please submit any items for SAC newsletter.  |

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| Subcommittees  |
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| **Standing Rules – Charise Alexander Adams**Should SAC include all grade levels for staff? Discussio will continue at February meeting.  |
| **Nominating – Craig Weber**University Planning Committee has a new staff member, Robert Johnson. The nominating committee will be working on getting 2017 replacements for the Staff Advisory Council.  |
| **Service – Amy Hansen**The 2016 coat drive had a goal of 500 coats and that number was exceeded. Currently SAC is partnering with the SCSJ to support local refugee families in need. A sock and underwear drive is in place and will continue through the end of February. Upcoming service projects will be Project Homeless Connect and the Salvation Army’s Backpack Drive.  |
| **Staff Relations – Nancy Smith**Brainstorming on another staff appreciation event in April or May.  |

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| Guest Speaker  |
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| **Mr. Tim Brooks, VP for Information Technology**Mr. Brooks spoke about digital strategy. What the future holds for Creighton’s technology. Explained the “MARIOv2” Digital Strategy Plan.  |
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| Adjourned 3:00pm  |
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