Members Present: Sandra Leighton, Joann Crinklaw, DeDe Hedlund, Michelle Pope, Shari Bennett, Nicholas Orsi, Caroline Nubel, Dave Barnum, Collette O’Meara McKinney, Justin Carter, Sharalyn Steenson, Justin Burgett, Chris Karasek, Liz Clark, Terri Faga, Colby Bradfield.

The meeting was called to order at 1:00 p.m. Liz Clark offered reflection. Minutes were approved.

1. Chair Report:
   - Sandra passed out a list to put our sizes on for our new polo’s with the Staff Advisory Logo.
   - Liz has been working with the chair of the University Statues Committee on the wording of our request. This should be submitted to Academic Council this month.
   - Liz welcomed Chris Karasek to the committee. She replaced Dave Belieu who took another position outside of the University.
   - Elections for officers for the 2014 year will be held during our December meeting. Liz will be asking for nominations after the November meeting for each office: Chair, Vice-Chair, Secretary and Treasurer. SAC members who term ends in 2014 are not eligible for election. Liz asked us to consider running for one of those offices if we would like.

2. Other Reports:
   - Liz Clark updated us on the Vice President for Mission and Ministry. They are meeting weekly and interviewing candidates. Candidates that are local are being interviewed in person and out of town candidates via Skype. This is scheduled to last until mid-November and then the top candidates will be brought to campus for interviews.
   - Liz shared the following from Colleen O’Meara McKinney regarding Strategic planning: Strategic planning continues to be an effort demanding a great deal of work with steady progress. An update was provided recently to the Board of Trustees Executive Committee and Planning Committee. A similar update will be shared with the University Planning Committee on Wednesday (tomorrow). We are conducting our 9th focus group session this evening. Currently, we are running various financial scenarios to determine which projects will most effectively meet the plan objectives, a group continues to work on the Student Outcome Scorecard which measures our quality and the student experience, and a communication plan is being developed with an improved website. Father Lannon and the Creighton community appreciate this is a time of great change with more ahead as we plan for the future. It’s also a time to unify and participate in the change with the intention of strengthening Creighton. As I’ve heard several times and expect to hear again, we are each encouraged to “find ourselves in the plan”. The strategic plan will affect everyone and will set the course for the future of our University.
   - Liz said that Lynn wanted to remind us that the Benefits Fair is November 6th and the enrollment starts November 7, 2013. Human Resources and Student Health are providing employee flu shots at the following dates, places and time:
     - October 11 Harper Center, Room 3029, 11 a.m.-3 p.m.
     - October 16 Criss III, Room L-61, 7:30 a.m.-1:00 p.m.
     - October 18 EMS, 11 a.m.-3:00 p.m.
     - October 25 EMS, 11 a.m.-3:00 p.m.
     - October 30 Harper Center, Room 3023, 7:30 a.m.-1:00 p.m.
     - November 6 Skutt Student Center Ballroom 8:30 a.m.-3:00 p.m.
   - Sandra reported that the main issue in the SAC mailbox is if we get December 23rd off for Christmas Break. The answer to that is no, we will be working that day. However, it can be taken as a vacation day.
3. Subcommittee chair updates:
   - Standing Rules: Have been working on different ways to communicate with new employees and current employees.
   - Staff Relations/Jesuit Relations: Some of the projects we are working on: the Vendor expo, Campus Scavenger Hunt for new employees, SAC sensational deals and activities with the Jesuits.
   - Nominating: None.
   - Staff Service: Working on upcoming projects.

4. Upcoming Campus Events:
   - Campus Safety Fair – Monday, October 21, 11 a.m.-1 p.m.
   - Town Hall – Tuesday, October 22, 2013 at 3:00 p.m.
   - College of Business Celebration – Wednesday, October 23 at 5:30 p.m.
   - Holiday Reception – December 10th

5. Guest Speakers:
   - Dr. Edward O’Connor, Provost presented the Provost Transition - Our First Steps.
   - Nancy Smith, iJay Store informed us how the store operated and different things the store offers.
   - Sue Magnuson and Brian Diss explained to us what the Public Honors and Events Committee do.

Adjournment: The meeting was adjourned at 3:00 p.m.

Respectfully submitted,

Terri Faga, Secretary