V.J. and Angela Skutt Student Center Advisory Board  
Tuesday October 14, 2014  
Meeting & Minutes

Voting members present: Sue Selde, Jennifer Yee, Joey Kimes, Ashley Sickel, Maureen Hermens, Jill Fahrer, Whitney Coriolan

Voting members not present: Thomas Ecklund, Evan Sakai, James Dorsey

Non-voting members present: Scott Maas, David Murdoch, Tami Thibodeau

Meeting minutes: Meeting called to order by Scott Maas at 3:35pm. Minutes approved from last meeting at 3:54pm

Introduction of Whitney Coriolan- student representative and Tami Thibodeau

New committee members – Jill Fahrer representing Student Employment and TBD appointed by MAC

**Sodexo Dining Update - Mike Fleming**

1. Erbert’s and Gerbert’s
   a. Taste testing last Spring
   b. Renovation over the Summer
   c. Great reviews and a few issues
      i. Running out of bread
      ii. Appreciate feedback
   d. Joint effort between Sodexo and Division
   e. Gluten Free – appreciated by students

2. Additional Changes
   a. New Sushi and Mein Bowl vendor over the summer
   b. Contract ran out – new bid to revive programs
   c. Revamped menu items
      i. Fresher for cheaper price
   d. New options within meal plan exchange
      i. $6 value plan
   e. No more salad bar
      i. Add fresh tossed salad to corner market
      ii. No longer based on scale
      iii. Working on developing side salad option

3. Looking to do complete more renovations and bring more national brands

4. Adapting to allergy accommodations

5. Chef Mike Bush has resigned
6. Relationship between facility and Sodexo – partnership

**Skutt Review/Updates**

1. New polos
   a. Dress code has been updated and enforced
   b. Students and staff received polos
   c. Still determining where to put nametag

2. Organizational Chart update
   a. Filled some positions
      i. Michele Ambrose from Bellevue University – new event specialist
         1. Starting October 22\textsuperscript{nd}
      ii. Patricia Zander from Student Health – new administrative assistant
         1. Starting November 17\textsuperscript{th}
         2. Didn’t need to go external
   b. Empty positions
      i. Michelle Ferestad has resigned – accepted job in facilities
         1. Search process has started
      ii. Assistant Event Manager II position
         1. Still looking – back to drawing board
         2. Updated position: Higher pay grade, greater responsibilities to make it more attractive

3. Staff Retreat
   a. Sharing responsibilities
   b. Want Skutt and Harper team to be in line with divisional goals
      i. Revisit ideas from retreat to apply them
      ii. Organize vision

4. Marketing Updates
   a. Midterm Study Break was a success
   b. Halloween Maze
      i. Haunted this year
      ii. from 5-8pm instead of all day
      iii. non scary things too
   c. Talk of expanding marketing efforts to other social media outlets like Snapchat and Instagram
   d. Talk of reaching out to the east side of campus
   e. Skutt open 24 hours for midterms week
      i. Stress relief activities & free coffee

5. New phone system and business cards for clients
   a. Internal walkie talkie
   b. External phone calls

6. Pizza will be back – 4 to 6 weeks to make pizza oven

**ACUI “What’s New”**

1. Thrift Shop/Garage Sale Idea
   a. Bring something to get something

2. Earth month – light’s off night/glow in the dark night
   a. Conservation effort

**Miscellaneous**

1. Ice Cream in Jack & Ed’s
   a. Novelty items
2. Faculty/Staff punch card
   a. Incentive to eat in Wareham Court
3. Extra Seating
   a. Utilize empty space
   b. Drawing room area
   c. Pillows for giant stairs
4. Graphic Design Contest
   a. Art elements to second floor walls
   b. To be started 1st week after Fall Break
5. Erbert’s and Gerbert’s “Creighton sandwich”
   a. Way to interact with community

November 11th – next meeting

Adjournment: meeting adjourned at 4:40pm.