

# Staff Advisory Council Meeting Minutes

SAC [October 2017] Meeting		
10.12.2017	1:00 pm	Skutt 209
Meeting called by	Sheri Bacon	
Type of meeting	General Monthly Meeting	
Facilitator	Sheri Bacon	
Note taker	Beth Syphers	
Attendees	Sheri Bacon, Lynne Caruso, John Darwin, Mary Duda, Mary Emmer, Dave Feder, Adam Haakenson, Amy Hansen, Rick Kerns, Felicia Nuno, Sharene Sterling, Beth Syphers, Mervin Vasser, Shavonne Washington-Krauth, Fallon Watts, Angie Wayman, Craig Weber, Teddi Wiegand	
Reflection & Spotlight		
	Teddi Wiegand gave the Reflection. James Rodenbiker from School of Medicine gave the Spotlight. He presented about the new Education building at CUMC.	
Approval of Minutes from [9-14-2017]		
Discussion	There was no discussion.	
	Sharene made a motion to accept the minutes with the corrections. Mary Emmer seconded the Motion carried.	
Conclusions	Minutes approved.	
Proposed Changes to Standing Rules		
	Under section: <b><u>Member Terms and Expectations</u></b>	
	<p><b><i>Item 1</i></b> Current</p> <p>a. Three-year terms of membership commence in August following spring elections. The terms end when the member's successor takes office. Any member of SAC, after serving one three-year term, must leave SAC. After a period of one year, he or she may be re-nominated and re-elected for another three-year term.</p> <p>Purposed</p> <p>a. Membership of the Committee, except for those who serve as ex officio, shall be for a term of three years. Members may be re-elected or re-appointed for one subsequent term, after which time they will be ineligible for election or appointed to that committee for one term or three years.</p>	
	<i>Item 1 proposed change was raised to a vote, there were no opposed.</i>	
	<p><b><i>Item 2</i></b> Current</p> <p>b. All members are expected to participate in two subcommittees.</p> <p>Purposed</p> <p>b. All members are expected to participate in two subcommittees and participate in two SAC sponsored events per fiscal year.</p>	

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*Item 2 proposed change was raised to a vote, there were no opposed provided the wording was changed to:*

All members are expected to participate in two subcommittees and encouraged to participate in two SAC sponsored events as schedule allows.

**Item 3**

**Addition of item c under Membership Terms and Expectations**

- b. Cell Phones and Laptops: All phones should be set to vibrate prior to the start of the meeting. Unless laptops are being used for a specific aspect of the meeting, they are required to be closed during the entirety of the meeting.

*Item 3 proposed change was raised to a vote, two members opposed, 11 were in favor.*

**Item 4**

**Addition of item d under Membership Terms and Expectations**

- c. Attendance: All voting members are expected to attend and actively participate in all monthly meetings
  - i. If a member has to be absent, they are expected to meet with an executive committee member to recap the meeting within 5 business days unless otherwise pre-arranged with the executive committee

*Item 4 proposed change was raised to a vote, there were no opposed.*

**Updates**

**Membership**

Emma Hayek informed the council she will have to resign due to a promotion.

**Reports**

Human Resources – The new myHR section for Goals is now open and they should be entered for 17-18 by Nov. 15. On Nov. 2, a Benefits forum will be held. Continue to watch for Compass Professional Develop offerings.

Treasurer’s Report – The SAC account has a balance of just over \$1,816.59.

President’s Office – No report

Secretary – November reflection will be Felicia and Spotlight will be Sheri.

**Committees**

Staff Relations – Co Chairs: Beth, Craig Weber  
 Teddi Wiegand  
 Shavonne Washington-Krauth  
 Sheri Bacon  
 Mary Emmer

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**Nominations – Co Chairs: Sharene, Shavonne**

Angie Wayman

Mary Duda

Sheri Bacon

Beth Syphers

Dave Feder

Fallon Watts

Felicia Nuno

Adam Haakensen

Craig Scriven

**Standing Rules – Co Chairs: Mary Emmer, Katie**

Rick Kerns

Teddi Wiegand

Craig Weber

**Service – Co Chairs: Angie, Mary Duda**

Sharene Sterling

Dave Feder

Rick Kerns

Mary Duda

Felicia Nuno

Katie Breedlove

Craig Scriven

Adam Haakensen

Amy Hansen

Mervin Vasser