

Staff Advisory Council Meeting Minutes

-SAC February 2018 Meeting			
2.8.2018		1:36 pm	Skutt 209
Meeting called by	Sheri Bacon		
Type of meeting	General Monthly Meeting		
Facilitator	Sheri Bacon		
Note taker	Beth Syphers		
Attendees	Sheri Bacon, Katie Breedlove, Lynne Caruso, John Darwin, Mary Duda, Dave Feder, Adam Haakenson, Amy Hansen, Felicia Nuno, Sharene Sterling, Beth Syphers, Shavonne Washington-Krauth, Fallon Watts, Angie Wayman, Craig Weber, Teddi Wiegand		
Non-Attendees	Mary Emmer, Craig Scriven		
Reflection & Spotlight			
	Craig Weber gave the Reflection. Katie Breedlove gave the Spotlight.		
Approval of Minutes from [11-09-2017]			
Discussion	There were no corrections needed to the 10-12-17 minutes as previously indicated on the November minutes. Names were corrected to the sub-committee rosters.		
Sharene made a motion to accept the minutes with the corrections. Craig seconded the motion.			
Motion carried.			
Conclusions	Minutes approved.		
New Business			
Sharene and Fallon have both moved into new positions within Creighton. Sharene will continue to represent School of Medicine through the remainder of the 17-18 term. Fallon will continue to represent her former area (GAPS/Law School) and take over her new area of VPAA through the end of the 17-18 term. Fallon will then only represent VPAA during the remainder of her SAC term.			
It was suggested that a SAC member become the web site/communications point person to assist the executive committee with all SAC communications such as Facebook, web site, Creighton Today posts. Any SAC member should contact Sheri if they are interested in volunteering.			
Reports			
Human Resources – The deadline is coming up for the self-evaluation portion of the performance goals. The compensation module of myHR’s phase II is almost complete. Don’t forget to look at available opportunities in the Compass Professional Series. HR has a MyHR Corner designated in each Wednesday issue of the Creighton Today.			
Treasurer’s Report – The SAC account has a balance of just over \$1,207.04. New promotional items will need to be purchased as there are no more left. Shavonne will present potential options for Council review at the next meeting. Sheri suggested contacting Creative Jay and Max I. Walker in addition to Payless Promotions.			

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President's Office – John said there will be a staff/faculty forum for the upcoming AJCU Mission Re-Affirmation Peer Review at the end of February.

John will be the note taker at the upcoming search committee meetings to find a replacement for Dan Burkey, SVP of Operations. John asked if any SAC member has thoughts, ideas, concerns, please let him know.

Felicia said that the next lunch with Fr. Hendrickson is scheduled for 2/28 and 12 staff members have been asked to join him.

Secretary – March Reflection is Fallon. Spotlight is Mary Duda.

Guest Speakers

Dan Burkey, SVP of Operations and Dr. Tom Murray, Provost, attended the SAC meeting. They asked for questions from the council and updated the council on several topics brought to the table including:

- Strategic Plan development and the involvement of staff
 - Staff who would like to be more directly involved in Strategic Plan implementation are encouraged to reach out to Goal Stewards to express their desire to help.
 - Strategic Plan implementation is all-hands-on-deck, so please continue to submit feedback to the strategic plan email and/or contact Goal Stewards
- Expansion of health sciences programming in Phoenix
 - This is going well and does have an effect for the overall University because it will help expand CU's footprint and bring in more revenue/dollars for CU
 - Money in to Omaha, not out of Omaha
- Reorganization of DoIT under Provost's office
 - Libraries of the future are and will be very technology driven/led and this is the rationale for bringing IT under Provost's area rather than continuing under Operations
- Inaugural Vice Provost for Institutional Diversity and Inclusion
- Dr. Whitt arrives on the 19th and Dr. Murray is working to ensure he won't be overwhelmed early on
- 50+ feedback responses were submitted by faculty, staff, and students for each of the 4 candidates who visited campus, and the VPIDI search committee, Dr. Murray, and Fr. Hendricksen read them all.
- Dr. Whitt was the University's overall favorite pick with 80% of respondents choosing him as their first choice.
- Dr. Murray and Mr. Burkey informed the Council that it is appropriate for SAC to share information discussed during their visits with staff and encouraged them to do so. They want their visits to be an opportunity for more two-way discussion and encouraged SAC to ensure staff that they want Creighton to be the best place to work in Omaha which includes open, honest communication with executive administration as well as direct managers.

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Additional Discussion

If the Provost and SVP of Operations met with SAC on a regular basis, staff could be notified and asked to bring questions to the meeting by way of their SAC representative.

There are different ways in which staff can communicate questions and/or concerns applicable to university, through the SAC Council. Staff can contact:

- Their SAC representative to bring to the Council or directly to the president's office through John Darwin, ex-officio member of SAC.
- Sheri (or current chairperson of SAC) representative to bring to the council or directly to the President's office through regularly scheduled meetings.
- Felicia, (or current staff representative on President's Council) who can submit it to President's Council
- Use the anonymous feedback form available on the SAC web site

Discussion about development of a formal SAC communications plan since many changes have occurred to this process and some feel there's not enough communication coming from/to SAC. The plan can then be presented to Fr. Hendricksen for final approval.

Sub-Committees

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

Nominations – Co Chairs: Sharene, Shavonne Washington-Krauth
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 Breedlove
Teddi Wiegand
Craig Weber
Amy Hansen
Mervin Vasser

Service – Co Chairs: Angie Wayman, Mary Duda
Sharene Sterling
Dave Feder
Rick Kerns
Mary Duda
Felicia Nuno
Katie Breedlove
Craig Scriven
Adam Haakensen
Amy Hansen
Fallon Watts

Sub-Committee Updates

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Staff Relations – will be planning a scavenger hunt like event for the spring.
Nominations – Nominations will proceed with Rookie of the Year in a different fashion this year due to absence of We Need a Spring Break Too. We will now host a small department award reception. More to come on this process at the next meeting.
Standing Rules – will need time on the next meeting agenda for discussion and voting on changes proposed a couple of months ago.
Staff Service – is waiting on some background info on backpack campaign and will likely try to organize a SAC-sponsored volunteer event given the new volunteer hours available.
Meeting Adjournment
Meeting Adjourn at 3:35pm.