

Staff Advisory Council Meeting Minutes

SAC June 2019 Meeting			
6.17.2019		Time 1 pm	Skutt 209
Meeting called by	Craig Weber		
Type of meeting	General Monthly Meeting		
Facilitator	Craig Weber		
Note taker	Mary Duda		
Attendees	Sheri Bacon, Terry Begley, Monica Chapeau, Mary Duda, Dave Feder, Carissa Loughrey, Raven Ortolan, , Jeanna Reusink, John Rumbaugh, , Brian Tuttle, Angie Wayman, Craig Weber, Teddi Wiegand, Lynne Caruso, John Darwin		
Reflection & Spotlight			
	Craig Weber gave the Reflection.		
Approval of Minutes from May 2019			
Discussion	No changes		
Carissa made a motion to accept the minutes. Jeanna seconded. Motion carried			
Conclusions	Minutes approved		
Center for Professional and Corporate Excellence			
Discussion	Mary and Angie had the opportunity to attend one of the offerings of CPCE; it was excellent. Tricia Sharrar wanted to know which offerings might be of interest to staff; no input from SAC members.		
Conclusions			
Action Items		Person Responsible	Deadline
Contact Tricia Sharrar with list of classes of interest		Mary Duda	
Long-term planning update			
	Raven		
Discussion	Need to prioritize from the survey. Top three vote-getters: 1. 8 hours of wellness time for completing wellness activities. Amy G is talking to the benefits committee about this. 2. Update bereavement policy to be more inclusive of people covered. Molly Billings is the contact for this. 3. Advocate for staff professional development time. Tabled for August, as there are many layers to this.		
Conclusions	First one is being worked on; second needs to have a contact made; third will be a priority for SAC next year.		
Action Items		Person Responsible	Deadline
Update strategic planning document		Raven	
Contact Molly Billings/Benefits about bereavement			
Work on professional development time.		SAC	
Pins for SAC members			
	Monica		
Discussion	Vendor needs an order of 1,000 pins. Looking for second opinions (possibly Creative J). May look at nametag with just SAC mark on it. Would be ~\$20 each.		
Action Items		Person Responsible	Deadline
Follow up on pins		Monica	
All Things Ignatian poster			
	Teddi		

Staff Advisory Council Meeting Minutes

Discussion	Teddi received link and will start work soon. Wants to highlight mission, past, future. Please send Teddi ideas for poster. Teddi will send first draft so we have an idea of what she's looking for.		
Action Items		Person Responsible	Deadline
Make and send first draft of poster		Teddi	
Status of election of new members			
Discussion	Raven and Terry were re-elected to new terms. We will be welcoming three new members: Jennifer Rasmussen from the Business Service Center Erica Peterson from Facilities Management Brad Schmidt from Athletics A person has been nominated to represent SON/SPAHP. No one was nominated for VPSL.		
Action Items		Person Responsible	Deadline
Think of people to nominate for VPSL		SAC	
Sodexo Tips/Food waste update			
		Craig	
Discussion	Craig talked to Lucas Novotny about the idea of "recipe cards" that would help people order meals from Sodexo, listing amounts of food, things that go together, prices, etc. They also talked about reducing waste from meetings and dining halls, with the possibility of donating food to the Creighton Cupboard. Lucas seemed enthusiastic about both ideas and stated that Student Life and Sodexo are already working on several waste-reduction initiatives		
Update on December 23			
		Angie	
Discussion	December 23 is a Monday, with the rest of the week official university holiday. Angie contacted Janel Allen and is still waiting to hear back.		
Reminder about speakers for next year's SAC meetings			
Discussion	SAC would like some speakers to come yearly, especially Fr. Hendrickson, Tom Murray, and Jan Madsen. Also would like to not have multiple speakers every meeting. Previous speakers that we would like to see return, perhaps on some sort of rotation: Chair of Planning Committee (currently Derek Scott), VPIDI (Chris Whitt); Division of Mission and Ministry; Office of Sustainability Programs; Global Engagement Office		
Action Items		Person Responsible	Deadline
Make a list of possible speakers, and if possible, when they last spoke at SAC		Mary Duda	
Sign-ups for next academic year			
		Mary Duda	
Discussion	Sign-up sheets were passed around for reflection, spotlight, and standing committees. New members will fill in at next month's meeting.		
Staff Matters Heard			
Discussion	SAC member was approached about sharing "good news", such as births and marriages. Could this be sent as part of collaborative ministry's outreach?		
Conclusions	SAC found this to be a great idea.		
Action Items		Person Responsible	Deadline
Contact Fr. Andy Alexander to discuss appropriateness of adding this to prayer requests.		Mary Duda	
Reports			

Staff Advisory Council Meeting Minutes

Human Resources: Performance reviews: it's time for self-assessment. August 1 is the deadline for submittal of the entire performance review. Keep watching Creighton Today for HR news; Wednesday is HR Corner.	
President's Office: Planning for next year with Board.	
Presidential Staff Rep: Absent	
Treasurer: Only upcoming expense is July's lunch. Transitioning from Carissa to Monica.	
Vice Chair: No report: no emails in SAC email box.	
Secretary: Next meeting is July 18. Need someone to do reflection.	
Chair: No meeting with Fr. Hendrickson this month.	
Subcommittees	
Service: Collection for backpacks in July; stuffing backpacks in August. November is Veterans' drive. Coats for SCSJ in October.	
Staff Relations: No report; next item is cocoa cart in the fall.	
Nominating: No report	
Standing Rules: Need to add info to bylaws about reps running unopposed; table until August.	
Adjournment	
Teddi moved to adjourn. Angie seconded. Motion passed. Meeting adjourned at 2 pm.	