

Staff Advisory Council Meeting Minutes

SAC January Meeting										
01.12.2023			Time: 1pm – 2PM			Mtg. Location: Hixson-Lied #503 & Zoom for Lynn/PHX				
Mtg called by		Nicole Lakeman								
Type of mtg		General Monthly Meeting								
Facilitator		Nicole Lakeman								
Note taker		Jennie Ayers								
Attendees	X	Nicole Lakeman	X	Kym Bauer			X	Seth Kleinwort	X	Sarah Stapp
	X	Taunya Plater	X	Margaret Begley	X	Jeff Feldhaus	X	Rebecca Lair		
	X	Kari Giles	X	Andrew Beile		Shelley Gates		Chaz Militti		
	X	Jennie Ayers	X	Lynne Caruso	X	Denise Handrock	X	Audel Salazar		
	X	Reva Aquilar	X	Megan Connolly		Matt Kelberg	X	Rosie McSweeney		
Reflection										
January		Reva Aguilar								
Approval of Minutes from December 2022										
Discussion		None; Motion 1 st -Seth Kleinwort, Motion 2 nd -Audel Salazar; All Yes								
Conclusions		Remove Taunya Plater from December "Attendee" section								
Department Spotlight or Guest Speaker										
Discussion		Dr. Sarah Walker-Climate Survey and Total Rewards Survey Results/Action Plan								
Conclusions		Topics Covered: Floating Holiday – CURA Pay Free Sports Tickets/Events Current focus will be non-sporting events Total Rewards Survey-Results will be provided through Online session – January 2023 – follow Creighton Today for date/time								
Action Items						Person Responsible		Deadline		
SAC Committee has offered to be a communication line to publicize upcoming events						N/A		N/A		
Reports										
HR, Lynne Caruso: Upcoming Holiday – Monday, January 16 th , 2023 – Martin Luther King Day										
President's Office, Jeff Feldhaus: MLK Jr. Luncheon on Wednesday, January 18 th at 11:30am Tuition Remission Applications are now open – See Creighton Today for link New Multifactor App has launched -Reach out to IT if you are having any issues logging in with your device Founders Week – February 6 th – 10 th , 2023 <ul style="list-style-type: none"> • Cookies and Hot Chocolate Monday, Feb 6th 12pm – St. Johns • Awards Ceremony on Tuesday, Feb 7th at 3:30pm – Harper Center • Interfaith Prayer Service Feb 8th 3:30pm • Mary Lucretia and Sarah Emily Awards Thursday, Feb 9th 1pm – Harper Center 										
Presidential Staff Rep, (VACANT POSITION): None to report currently.										
Treasurer, Kari Giles: \$3,265.00 When purchasing items for SAC events, please submit all receipts to your BSC and Kari Giles No charges from November or December events have been posted to our Banner account										
Vice Chair, Taunya Plater: Mary Lucretia and Sarah Emily Awards Thursday, Feb 9 th 1pm – Harper Center – Please Join										

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Chair, Nicole Lakeman:

Parking Fee Structure – Our SAC report was submitted to Mary Ann Danielson for review – A new parking fee proposal has been submitted to Public Safety

SAC President Meeting with Father – Next meeting will be hosted on January 24th, 2023

Old Business

Discussion	<ul style="list-style-type: none">Calendar of Events UpdatesVote on hosting SAC member luncheon prior to January monthly meeting – THURS 01.12.2022 from 12pm-1pm CST and meeting to follow at 1pmHosting SAC Monthly Meetings at different locations-BlueQ Survey sent out to SAC Committee members to completeEvening/Night shift staff training sessions are being hosted on the same days at the Cocoa Cart events on main campus. Suggested providing cookies and cocoa for the event to include maximum staff for the events. Training sessions will have 35 to 40 people in attendance. Training is from 5pm to 7pm on December 13 -15th, 2023.
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Conclusions	
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Action Items	Person Responsible	Deadline

New Business

Discussion	<ul style="list-style-type: none">February monthly meeting will be hosted on February 14th, 2023 to allow committee members to attend the Mary Lucretia and Sarah Emily Award ceremony on February 9th, 2023.Take SAC BlueQ Survey to provide feedback – due date 1/20/23, we will discuss results at next meetingVolunteer Opportunity for SAC Members: Email with details sent out on January 03, 2023<ul style="list-style-type: none">Martin Luther King committee is in need of volunteers to help direct people to their seats at the Unity Prayer Luncheon in the Harper Center on Wednesday, January 18th.Volunteers must sign up by Friday, January 13, 2023 to Sarah Oliver
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Conclusions	
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Action Items	Person Responsible	Deadline

Staff Matters Heard

Discussion	N/A
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Conclusions	
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Action Items	Person Responsible	Deadline

Subcommittees

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○ Nominating	Chair: Reva Aguilar / Co-Chair: Kym Bauer Report: Rookie of the Year email has been composed and sent out to all SAC Committee members to forward to each of their divisions. Creighton Today will push link in upcoming editions – Nominations will close on Monday, February 13 th , 2023 – Winner will be announced on March 8 th , 2023 at We Need A Spring Break Too luncheon. – Reva will order the plaque as soon as SAC picks a winner.
○ Standing Rules	Chair: Taunya Plater / Co-Chair: Seth Kleinwort Website Review – E and below list will be updated again and uploaded on to the share drive Wording will be changed in the SAC Standing Rules bi-laws to represent pay grades E and below due to M status being eliminated – no date from HR yet of when this change was made
○ Service	Chair: Kari Giles / Co-Chair: Audel Salazar Report: <ul style="list-style-type: none">○ Student Pantry Drive-February 2023 Service Event Jennie has been in communication with Jake Tatta. Jake will be provided a list of needed items to the SAC committee by mid to late February for our food pantry drive.
○ Staff Relations	Chair: Nicole Lakeman / Co-Chair: Rebecca Lair Report: Upcoming Cocoa Cart Event Dates: PHX – TBA-Will host in the Spring 2023 <ul style="list-style-type: none">○ Cocoa Cart Drawing winners will be drawn at the end of monthly meeting on January 12, 2023
Adjournment	
Adjourned 2:15, Motion 1 st -Taunya Plater, Motion 2 nd – Kym Bauer; All Yes	