

Staff Advisory Council

Meeting Minutes
September 8, 2011
1:00 p.m.
Student Center 104

Members Present: Tami Thibodeau, Terry Begley, Laurie Bier, Colby Bradfield, Eddy Butkus, Susan Chamberlin, LeeAnn Crist, James Dorsey, Sandra Leighton, Tadd Martin, Marsha Schlautman, Erin Schnell-Gaines, Liz Shanahan, Heather Smith, Sharalyn Steenson, Pam Yenko, Liz Flaherty

Members absent: Denise Miller, Jennifer Larsen, Colleen Warin, Kristie Denne, Sandra Leighton

The meeting was called to order at 1:00 pm. Erin Schnell-Gaines offered a reflection.

1. Approval of minutes:

The minutes of the August meeting were reviewed. A motion was made and seconded to approve the minutes. All were in favor.

2. New Business:

- Tami Thibodeau reviewed the inauguration events. Fr. Lannon has emailed to staff an invitation for the September 21st Staff Forum and for the October 1st Day of Service. Tami asked that everyone be encouraged to participate in the service of collecting and sorting canned goods, as it will be a good day for the community. There will be an option of working a half day or all day and an option for being a team leader or being on a team.
- SAC officers will represent the staff at Fr. Lannon's inauguration on September 30th at 4:00 p.m. It was clarified that staff is invited to Mass. Jim Dorsey said that a request will be sent asking employees who normally park close to the Harper and the Student Centers to park further away to allow guests to park. Refer to the August SAC minutes for a list of the events.
- Fr. Lannon will host a reception, which will be a community building event, on October 14th from 4:00-6:00 p.m. in the SCBR.
- Fr. Lannon will be at the February 9, 2012, SAC meeting. Tami asked for suggestions for speakers after the October Town Hall and those included Bruce Rasmussen from Athletics and Joe Zaborowski from Purchasing. Joe would like to come to talk about e-commerce, a program that is rolling out in January. As November is the next meeting, it will be too late for a visit with an HR representative about open season for benefits. Tami said people approach her who want to share information with SAC, e.g., HR, Sustainability. We also welcome speakers from outside the University and suggestions are encouraged.
- The Staff Forum with Fr. Lannon will be on September 21st and Tami will suggest to Shirley Spain that it be moved to a larger room.
- Policy updates for the Student Center and Harper Center are listed on the web. Please review and forward questions or concerns to Tami.
- Ryan Lane and Amber Bruyere are working on a master plan for all Sodexo retail stations on campus. They will lead qualitative focus groups the first week of October to determine what works best. Focus group volunteers will receive lunch and other incentives for their active involvement. Contact Amber with interest in participating.

3. Reports:

- Staff Relations: Heather Smith, chair. Fr. Lannon will give opening remarks at the Town Hall meeting, which will be on October 13th in the Harper Center Auditorium. Offered will be Flex and Stretch and the Active Shooter Video, running 45 minutes each; students who are involved with the Fair Trade initiative will be given 5-10 minutes to explain that program. Fliers will advertise the Town Hall and \$400 was approved for the budget. The Active Shooter video will not be streamed because of copyright considerations. There will be door prizes from Public Safety, Environmental Health and Safety, and Fair Trade, along with some coupons from Sodexo. Heather may invite Fr. O'Conner in March present about his visit to India. Upcoming SACsational deals include women's soccer and BBQ and men's soccer.
- Nominations: Sue Chamberlin, chair. No report.
- Issues: Tadd Martin, chair. There has been a formal complaint about disruptions in work flow caused by Xerox printers. A representative has met with the person who filed the complaint. Constituents should be told to send issues with the printers to Xerox at 280-1111, option 5.
- Staff Service: Denise Miller, chair. Tami reported for Denise that Celeste Hubbard has agreed to help with the service project this year. The Committee will meet in October.
- Standing Rules: Terry Begley, chair. The Committee continues to await Fr. Lannon's plans to update the University's Organizational Chart. Two recent announcements are that Central Receiving will report to Mail Services rather than Purchasing and John Cernich will report to Pat Borchers rather than Dan Burkey.
- Jesuit Relations: Eddy Butkus, chair. The Committee will meet in October. Several members have had or have scheduled lunches with the Jesuits.

4. Guest speakers:

- Tanya Winegard and Rick McAuliffe Introduced and briefly explained these sites dedicated to Emergency Preparedness: CU S.A.F.E., <http://www.creighton.edu/admin/publicsafety/cusafe/index.php> and Safetynest, <http://www.creighton.edu/students/safetynest/>. The video entitled "Shots Fired on Campus: When Lightening Strikes, Student Edition," from the Center for Personal Protection and Safety was shown and discussed and the consensus was that it is a good tool.

Adjournment: The meeting was adjourned at 3:00 p.m.

Respectfully submitted,
Liz Flaherty
SAC Secretary