SEHD SAC Meeting
Thursday, October 1 at 2:30p.m.
Location: Lawrence Street Center 700
Attendance: Jessica Coon, Rachel Cornelius, Shelley Gomez, Scarlett Ponton

Items To Discuss

- Dean’s involvement
  - Moving forward, the SAC will always invite the dean to attend each of our council meetings, budgeting about 10 minutes (more if she chooses) for any information she may have for us and vice versa.
  - Minutes will be sent to the dean after each meeting so she can be better connected with SAC plans.
- Kitchen Project!
  - De-cluttered kitchens, tidied up, and stocked with new dishes/flatware
- Discuss Committee Roles – Postponed till all SAC members are in attendance
- SAC Staff Meeting Questionnaire
  - Review Responses
    - We received a 33% response rate, of the 30 people who attended the meeting, 10 responded.
    - The feedback showed a representative mix of neutral feedback and stronger emotions of hurt/anger/confusion.
    - The SAC plans to translate the feedback to the Dean and give her the opportunity to respond to the staff at large however she chooses. Responses will be kept strictly anonymous.
  - Edit for next use
    - It was deemed unnecessary to update the questionnaire at this time, responses to current questions seem to give us a wealth of helpful information. Edits can be made at a future time to tailor to SAC quarterly staff meetings as necessary.
- Calendar of Events:
  - Fall – Community Service Event (Oct/Nov?)
    - Pushed to January to align with the University community service initiative
  - Oct – Halloween Party
    - Candygram sales have officially begun!
    - October 30th SAC will host a Halloween party/costume contest
  - Nov – SAC Quarterly Meeting
To be a positive, interactive, helpful, learning session about tips/tricks for doing our jobs better. Someone to present on Trello, using Window shortcuts, email tricks, etc.

Will provide time for the usual SAC updates, new hire intros, as well as provide time for Tricia to speak on a few HR matters of interest

November 17, tentative date for meeting

- Dec – Winter Party

- Follow up Action Items:
  - SAC Picture Day! Tentatively scheduled for November 10.
  - Melissa/Lindsay-Self-Defense Course?
  - Lindsay-copy code from Tim for the group?
  - IDEA: Post in IMPACT/SAC information updates highlighting various program areas?
  - IDEA: Bring in a financial speaker to discuss retirement (maybe PERA too?)

- Review PD Fund Requests
  - Geneva Sarcedo
    - Approved by SAC, being sent to the Dean for signature approval
  - Melissa Burrows
    - Approved by SAC, being sent to the Dean for signature approval