

SAC Monthly Meeting
July 26, 2021

Present/Absent

Member	Present	Absent
Abby Gillespie	X	
Alison Lubin	X	
Danielle Peacock	X	
Joey Carls		
Leslie Booren	X	
Martha Pullen		X
Miriam Rushfinn	X	
Tina Dederscheck	X	
Karime Cameron	X	
Grace Kegley	X	
Nica Basuel	X	

Also attending:

Agenda

1. Approval of June minutes
 - a. Motion to approve: Abby Gillespie
 - b. Second: Nica Basuel
2. Introductions
 - a. Name, role with School of Education, tenure with SAC
 - b. Questions?
 - i. How do we elicit feedback from non-SAC members?
 1. Polls, Qualtrics, word of mouth, all staff meetings
 2. Goal is to not blend personnel and employee relations (HR) with role of the Council (provide advice to school leadership on school policies)
 - ii. What did we work on last year? Currently working on now?
 1. [Previous accomplishments](#)
 2. Hybrid/return to grounds
 3. Internal school-wide orientation for School of Ed
 4. Professional development sessions
 - iii. What do the monthly responsibilities look like for SAC members?
 1. Monthly meetings (1 hour), with goal of mapping them out in August for the year
 2. Attendance/support in the All Staff Meetings (2x/year)
 - iv. Do we want to start using SmartSheet for SAC?
 1. Project management tool to help support us

2. Would be really helpful to start thinking about a master calendar so we can be intentional
- v. What is the line between HR and SAC as a staff support?
 1. Staff Senate is someone to escalate university-level issues to (e.g., tuition benefits)
 2. SAC is really helpful for school-specific work; can also bring up general staff/personnel issues (not specific person-to-person managerial issues)
3. Executive Board/elections
 - a. Chair: The Chair will be responsible for conducting meetings, inviting guests and speakers, and coordinating agendas. S/he will be the primary liaison to the dean's office administration. S/he will also have sole authority to request budget funds from the dean's office for programs.
 - i. Volunteers?
 1. None
 - ii. Nominations
 1. Alison
 - a. Yea: all
 - b. Nay: none
 - b. Vice Chair: The Vice-Chair will perform the duties of the Chair in his or her absence.
 - i. Volunteers?
 1. Nica Basuel
 - a. Yea: all
 - b. Nay: none
 - c. Secretary: The Vice-Chair will perform the duties of the Chair in his or her absence.
 - i. Volunteers?
 - ii. Nominations
 1. Abby – hesitantly accepting if absolutely necessary
 2. Grace Kegley
 3. Co-secretary Abby and Grace
 - a. Yea: all
 - b. Nay: none
4. In-person meetings?