

SAS Meeting Minutes 11/14/18
9:00-10:00 am; 107 Malloy Hall

Attending: Noelle Elliott, Cheryl Lee, Jenny Petersen, Olivia Williamson, Kristine Alumbaugh, Christine Grandy, Tammy Kaczor, Jessica Likens, Kim Murray, and Marie Revak

Administration: Mo Marnocha, Michelle LaCourt, ~~Kim Patton~~

Meeting called to order at 9:00 am

Public Forum - No public forum topics.

Minutes

- The minutes of the previous meeting were approved. Jessica will make a few corrections.

Website

Heidi Hanke, the graphic designer with Communications, was here to help us redesign our SAS logo.

- Can use SAS logo. Want to emphasize Arts & Letters.
- Some ideas were incorporating hands, people, or an umbrella. Want to convey that we are a supportive, approachable, and confidential group and that we foster ideas of unity and community.
- It was suggested to use department logos (ND _____). Could use a logo for email signatures. Tim Legg has confirmed that we can make a logo for SAS.
- Can use onmessage/Communications website to choose a color scheme.
- Heidi will create a few designs and bring them back to us.
- Would like to have website changes finished by January/beginning of the year.

Announcements

- Marie will be living the committee in December.
- Put out feelers for possible new members to fill some spots.

Lunch and Learns

- Today is our November Lunch & Learn for doTerra essential oils in O'Shag 119.
- We were all on board for hosting a Lunch & Learn with Jessica Payne on the importance of sleep for February 2019.

Event Planning/Winter Workshop

- The week of January 7th will be our Winter Workshop week. We will need to begin thinking of ideas.
- We brainstormed ideas to do downtown.
- Because it's the new year, we discussed doing a wellness day with a food demonstration or a fitness activity.

- Tai Chi, yoga, or self-defense. Could have a day in Duncan to do different fitness activities and reserve screen space for a movie during lunch with catering (possibly Modern Market).
- Noelle will email Tom to ask about movies in Duncan. Olivia will reach out to the admin of Modern Market for catering options and the climbing wall. Marie will reach out to her Tai Chi instructor.
- It was also suggested to look into Thyme of Grace for catering.
- Marie suggested Same Kind of Different as Me for the Duncan movie.

Website

- Jenny will do our headshots for the website. Olivia wants everyone to have matching headshots for the website. We can use the Art Department lighting studio.
 - Jenny will pick a day and let us know.

Administration Updates

- We updated the administration on our plans for the Winter Workshop, Lunch & Learns, and our changes to the website.
- Can get list of new hires from A&L Administrative Staff Meeting Minutes to reach out to for luncheon.

Next meeting will be December 12, 2018 at 9:00 am in O'Neill 502.

Minutes submitted by Jessica Likens 11/14/18