**SAS Meeting Minutes 9/3/2020**
9:00 to 10:45 a.m. via Zoom

**Attending:** Kristine Alumbaugh, Becky Badger, ~~Noelle Elliott~~, Christine Grandy, Kelly Huth, Tammy Kaczor, Kim Murray, Jenny Petersen, and Olivia Williamson

**Administration:** Allison Collins, Michelle LaCourt

Meeting called to order at 9 a.m.

**Public Forum:**
none

**Lunch and Learns:**

* September 23 and 24 – Seed/Bulb/Plant Exchange. Drop off, pick up and/or say hello at a social distance over an extended lunch period from 11 a.m. to 1 p.m. SAS to staff the tables in a staggered schedule. Location will be between O’Shaughnessy and Malloy Halls.
* October 14 - Megan Sullivan. Topic will be pandemic anxiety.
* November – no Lunch and Learn to be scheduled. Too close to end of semester.
* January (tentative) – Brooke Ammerman per Tammy. Topic will be student well-being.
* Future options:
	+ Pete Buttigieg is still pending per Grandy.
	+ Small group flower arranging. Tammy has floral contact.

**Event Planning:**

* Board and Brush – They are willing to make the project ordered for pick-up or they can send a kit for you to pick-up and complete at home. Kristine to check in with Board and Brush to see if everybody has completed their project. Possible follow-up email including the above options to close out this event.
* New Staff Welcome – We cannot do this option right now. Will catch up with new employees next semester or in fall 2021. Per Michelle with the hiring freeze there should not be too many new hires.
* Ideas for fall and winter staff events. Since we cannot gather together maybe gift cards for each staff member? Per Michelle this would not be an option because of tax requirements on gift cards. Michelle likes the idea of new masks and/or lanyards for staff. She suggested picking masks and lanyards out using the bookstore if possible since it supports student enrichment. If not, use the other suggested resource. SAS to work up options and pricing for Michelle.
* Breast Cancer fundraiser –
	+ Virtual raffle on leftover swag. T-shirts and bags are with Jenny. Naked ceramic pieces are with Kristine. Kelly will look into getting a football from Kelly Cares Foundation again. There are leftover McCallister gift cards from the “Done Well” forms.
	+ In addition to the raffle each department could sell pink ribbon (and/or football) cutouts for $1. It would be a competition. The department who sells the most would receive a prize.
* Diversity event – Jenny suggested a podcast by @black\_atnd. A virtual discussion could follow listening to the podcast. The podcast information to be posted on the SAS website.

**Other:**

* Membership - A few positions are expiring soon (Jenny, Olivia, and Noelle). Term limits are 4 years. SAS to call out for new members in January.
* Military care packages - Not much has been collected. Possible idea to check in with ROTC on campus. Kelly will contact Maurcia Marschke to follow-up on moving forward with this project.
* SAC coordination of ideas. Kelly will talk to Lynn to see if they would be open to a collaboration.

**Administration:**

* Michelle suggested we invite Jessica Payne to talk about sleep at a Lunch and Learn which is key for good mental health.
* Cleaning supplies are available at cost for departments to order.
* Matthew Fulcher is still working on plexiglass options.
* Varied work schedule options have been offered by the dean.
* Michelle may be setting up a staff diversity event with Eric Love and Dean Mustillo for the College. Stay tuned.
* Kelly suggested a virtual escape room idea for the staff event.

The next meeting will be **Thursday, October 1 at 9:00 a.m. via Zoom.**

Minutes submitted by Kim Murray 9/3/20.