A&A SAC Meeting 10/12/2021

*Korner Tower Terrace*

Present: Brendan and Katrina via Zoom. Beth, Mark, Marty, Hope, Kelly, Diana.

1. Welcome and Round Robin/Check-In
2. Discussed the following:
   1. Events
      1. reviewed [tasks/supplies list](https://pennstateoffice365.sharepoint.com/:w:/s/ArtsandArchitectureStaffAdvisoryCouncil/EeXhJPKrCB9PhNZrZTUNeWUBXCYFZwIAMWzwgsOVZk0Vyg?e=CDPZt7) for 10/13 coffee break event for all staff at Tower Terrace.
      2. Hope will pick some dates for spring CPA Listening Session possibility,
         1. Meet the Performers – Calaidor Spring Quartet?
      3. November -
         1. Prof Dev: DEI & A (Folayemi Wilson) - ask SAC via teams if there are any particular questions or thoughts we’d like to share with her prior to the meeting in November. [*note – after 10/12 meeting, this visit was postponed to our December meeting*]
      4. December -
      5. January -
         1. Food Insecurity pt. 1(Lion Pantry, St Farm, etc): students host zoom event (Brendan)
         2. Open Speaker series idea – to spend some college money to bring an outside speaker if we’d like to help staff explore college cascading goal
      6. February – Food Insecurity pt. 2 (Food Drive - Brendan)
      7. March -
      8. April
      9. May - End of year retreat Staff event
   2. Staff Awards nominations – Diana will publish call in Newsline for nominations w/link (form for them to make nominations); ask for nominations prior to Thanksgiving; we could vote via ballot/poll (privately if one of us is nominated); could do ranked voting makes sense; Diana will set up poll/form after Brendan sends information to be included.
   3. [SAC Intranet](https://intranet.arts.psu.edu/dashboard/staff-information/) – Beth & Kelly volunteered to take a look at the SAC intranet and give a report back at next meeting as to what we should be adding/deleting/keeping current.
   4. A&A Website – Diana currently talking with Kate Domico to try to get staff for college listed on int**er**net (name, unit, title, phone, email). Mark suggested emailing staff with this listing and asking for amendments, for instance, title. And ask if any staff would like to have more listed such as website or profile like faculty have.
3. Chair report

Diana shared the following CALC+ highlights relevant to staff:

* 1. Food Designated spaces for A&A being reviewed by Katie; university is looking at it more broadly, recognizing that winter months at hand so we may have some addt’l university guidance.
  2. From Finance:
     1. Field Trip forms being reviewed and updated
     2. Vendor Portal registration is still frustrating, and Kathy has shared our frustrations with purchasing and learned that this system will remain for a while longer. Purchasing understands frustration.
  3. From HR:
     1. Aetna extension for at least one more year
     2. Flu Shots are free for PSU f/s

1. Chair Elect – Diana stated that elections for a chair elect really do need to occur at the next meeting.
2. Brendan shared that at UP SAC level, University wide, people are unhappy with lots of different things, eg. University hadn’t communicated raises.

Upcoming Meetings:

* + Sep 14, 2021 02:30 PM – in person, Water Tower/Stuckemann; Sustainability Council (Mihyun Kang and Deb Gulick)
  + Oct 12, 2021 02:30 PM - Water Tower/Stuckeman
  + Nov 9, 2021 02:30 PM - Borland 121 and https://psu.zoom.us/j/98979182134, DEI&A (Folayemi Wilson)
  + Dec 14, 2021 02:30 PM
  + Jan 11, 2022 02:30 PM
  + Feb 8, 2022 02:30 PM
  + Mar 8, 2022 02:30 PM
  + Apr 12, 2022 02:30 PM
  + May 10, 2022 02:30 PM
  + Jun 14, 2022 02:30 PM