

COLLEGE OF ARTS & ARCHITECTURE
STAFF ADVISORY COUNCIL
Minutes
Wednesday, March 19, 2008

Members present: Gwen Miller, Chair, Roger Smith, Shannon Bishop, Pat Armagast, Deana Musso, Lisa Stamm, Brenda Zucco, Bev Sutley, Jenny Watson, Nicki Williams, Mary Ann Stauffer, Chair-elect

- The meeting opened with the introduction of Amber Daughtry who will be replacing Pat Armagast on the council. Pat, who is the costume shop supervisor in the Department of Theatre Arts, has served on the council for three years.
- Chair-elect nominations are to be e-mailed to Gwen Miller, Chair, before the next meeting April 2, 2008.
- The final details to the menu for the staff retreat will be finalized by the April meeting and the menu will be printed on flyers that are sent out to all departments in the college for distribution to staff members.
- Rob Martin will be doing a break-out session about digital cameras and how to use them.
- It was decided that each unit of the college will be introduced at the retreat and if there are new employees in the unit, they will be introduced by their unit staff advisory council member.
- A “name the building” game will be placed on each table at the retreat as well as candy.
- Brenda Ross will be putting together a basket again this year from the members of the advisory council to be auctioned at the retreat. Last year’s basket was a “picnic” theme and very popular.
- Three auction tickets will be given to anyone attending then a ticket for every item brought for the Centre County Food Bank will be given at the door at the start of the retreat. Also, if anyone has auction items or would like to solicit for an item, please do so and send an item description to Mary Ann Stauffer at mas73@psu.edu by May 7th.
- The next meeting will be at the Eisenhower Auditorium on April 2, 2008 at 8:30 A.M.

Respectfully,

Mary Ann Stauffer
Chair-Elect