Present:  Michelle Adam, Carlen Adler, Renee Bolden, Laurinda Custodio, Karen Davis, Paul Deissler, Terry Durkee, Bill Gaudet, Heather Goode, Jennifer Hadden, Phyllis Harris, Jessica Hodgdon, Carrie Honeman, Heather Hower, Co-Chair, Jenna Legault, Ashley Lundh, Wendy McRae-Owoeye, Diane Ricci, Christine Sarkady, Tanitia Sello, Leslie Stroller, Leslie Uhnak

Absent: Mona Delgado, Geralyn Ducady, Osiris Gonzales, Anika Profit

Wendy-workplace harassment
- Giving training to various depts. and groups
- Generating a lot of discussion
- Send her an anonymous note if you’re not comfortable disclosing your name

Subcommittee meeting at 11:40, subcommittees reconvene at 12:40

Reports from subcommittees

Consortium
- List of 10 schools we narrowed down to
- First video conference tentatively set up for April 5, will report that to President Simmons
- We need to get people to want to participate, we need to develop a relationship
- We are trying to put together a budget, we may want to video conference 4 times a year
- We need to identify cost
- There are places set up to offer free conference calls
- Stephanie Altomari suggested getting that budget in as soon as possible

Events
- Have gone through what they did last year, what worked, what didn’t.
- Brown Bookstore tour
- RI Hall would be a good place to tour
- John Hay library tour (will call about that)
- Haffenreffer Museum was also recommended
- Keep the summer stroll which was very popular, have a treat on us, and a fall stroll (maybe a ghost tour)
- Hoping for a holiday party
- Ann Mary Brown Memorial may also be a good tour
- Brown bag lunches with the music department
• Tour the fitness center

**Staff Participation**

**Mona**

• Went over what we did last year, and what we want to keep
• We just finished painting the early childhood center hallway
• Tanita-Segue book had a very successful meeting, our wrapping party was successful
• There are 380 books to help the Segue School build their library
• We still have some open books that have not been given
• Maybe look into a literacy program also
• In March the Hasbro Battleship Ball, looking for a SAC host
• April or May, Magazina Farm would need people to help out. Maybe invite Ruth Simmons to come
• June 16, Amos House, need a SAC host
• June 2, Girls on the Run may need 10 people
• July is open at this point
• August 25, Amos House needs a host
• Sept. 15, Magazina Farm for clean up
• Sept 22, Amos House.
• November 10, Amos House
• Brown would be a box top central, its straight cash, .10 per box top, a nice way to raise funds.
• Staff Development Day, we usually do something for that. We always have a SAC table set up, will talk to Angel once Bear Day is over! Maybe have an informational session for folks to learn about SAC at Staff Development Day. Maybe do the conversation project at SDD.
• March 3 having a concert at the Veterans Memorial Auditorium in honor of President Simmons. Tickets will be sold, $25/Adults $15/seniors. 8:00pm Saturday March 3. Ashley can set aside a block of tickets for SAC members if interested. There will be shuttles on the Brown Campus.

**Chrissy**

• Dear Abby type of column went through the past minutes over the past couple of years, any type of questions. Still in the process of sorting through things. Most things are questions about parking and benefits.

**O&C**

**Leslie**

• Looking at what we’re responsible for and divide up the jobs
• Working on winter break poll, will look at the data and pass the document on to Ruth Simmons, will post it on the website for staff to see

**Heather**

• We are working on a Staff Memory page, there will be two celebrations for President Simmons April 25 3-5, students, faculty and staff are invited. Student performances put together a memory book for President Simmons.
• Bob Fletcher will be taking pictures of SAC members with Ruth at the April tea.
• Separate celebration on May 24 which will be a Corporation dinner, special guests will be there.
• A morning mail will go out asking for submissions to our memory book.
• Working on the conversation project questions. Send any questions you would like to see to Leslie.
• Website update, minutes have been updated from last year.
• The member profiles are needed for mid February.
• We put volunteer opportunities on our website.

Karen Davis
• Thanks to the monthly reminder we are getting staff concerns on our website. This week there were 7 concerns, we will discuss them next week, Karen will hold on to them for our next meeting.

Meeting adjourned at 1:33