President’s Staff Advisory Council  
Meeting Minutes  
August 26, 2014  
12:00 – 14:00  
Room 008, Rhode Island Hall

Present: Suzanna Alden, Elias Baalbaki, Emily Bruce, Tracey Cronin, Karen Davis, Kim Departie, Ashley Dufour, Christopher Gilbody, Carolyn Gridelli, Norma Hardy, Janice Hebert, Jessica Hodgdon, Jennifer Lane, Leah Lebel, Arisa Lohmeier, Lisa Nobel, Wendy McRae-Owoeye, Marcy Melanson, Meggie Patton, Anne Marie Ponte, Diana Richardson, Kimberly Roskiewicz, Celeste Thompson-Roach Matthew Tsimikas

Absent: Gary Martins

Minutes: Kate Sembor

Agenda

- Approval of Minutes
- Advisors Report
- Chairs Report
- Subcommittee Chair’s Report
- Ad-hoc Committee Chairs’ Report
- Scheduled Items
- Announcements

- Green Events Interns attended the meeting to present on Brown Green Events and assist SAC with holding green meetings.
- SAC can help the Green Events initiative by reaching out to our individual departments to promote the use of Green Events and their staff at meetings and events.
- SAC is actively recruiting volunteers for the Co-Chair position, as well as the Events Subcommittee.
- By Laws Discussion: Amendments were made the SAC By-Laws during the meeting according to the consensus of the group. Please see the amended By-Laws for changes.
### Action Items

<table>
<thead>
<tr>
<th>No.</th>
<th>Action Item</th>
<th>Who</th>
<th>When</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Let the subcommittees know if you would like to volunteer</td>
<td>All</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Tabled Items

<table>
<thead>
<tr>
<th>No.</th>
<th>Action Item</th>
<th>When</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>