## Agenda topics

**10:05 AM – 10:25 AM**
**ANNIVERSARY GIFTS**

| DISCUSSION | Rian presented the group a price sheet of her suggested anniversary gifts for GU. Those suggestions included: lunch bags, a multi-tool flashlight, trunk organizer, phone holder with a vent clip for a car and the PopSocket for cell phones with an adhesive mount for the car too. The PopSockets seem to work well on textured or molded phone cases. There are a few volunteers to test the PopSocket car mount and report back to the group at the March meeting. Jennifer recommended that we decide and place the order by the end of April in order to make the May 1st deadline for the Controller’s Office end of year processes. |
| CONCLUSIONS | Carol and Suzie will try them in their cars and report back to the council. |

**10:25 AM – 10:38 AM**
**COMMUNITY ENGAGEMENT OPPORTUNITY**

| DISCUSSION | Gale shared that Anny Case presented the idea to add an adult volunteer force to help with an English language program that she runs at Shaw Middle School. She has student volunteers now, but she would like a contact force to be able to help with the students after school. They discussed the ability to use this volunteer opportunity towards the staff community service hours and potentially becoming a University Policy. This is an opportunity to take our mission and make this a living mission. Ideally this would work like a CCASL supported program where staff members would make this a “class” during the week, with the approval of their supervisor. One concern is that a lot of our staff that are overworked, would they have the time to participate? Another concern was that some may abuse the program and take the 1 hour off from work but skip the community service component. Gale mentioned that it would be structured like CCASL with the checks and balances including paperwork to submit on a regular basis. She believes that the Board of Trustees would be interested in discussing the cost implications if there is a large enough interest from the GU community. Faculty and students are already volunteering during the day, but most staff are limited to outside of their work shifts. According to Jeff and Stephanie, both of their departments are already participating in the community with various service projects. Jeff wondered if we need a proposal first before we move forward with this discussion. |
| CONCLUSIONS | Gale will have Anny draft a proposal and to start investigating what departments are already utilizing service time. Juanita will run this idea by Kirk to get his perspective as well. |
### FEEDBACK FROM OPEN MEETING

**All Committee Members**

**Discussion**

Rachelle mentioned that the dog snoring during the event was a complaint of many attendees. Suzie clarified that Hemmingson is a pet-free zone and the involved party was contacted. A suggestion is to have all future presenters closer to the front of the room or lined up near the stage so the pace of the meeting moves more quickly. Sodexo gave our group a significant discount per Suzie’s negotiations, and the food was a big hit. People enjoyed the wonderful breakfast variety that Sodexo prepared.

### DIVESTMENT FROM FOSSIL FUELS

**Jim Simon**

**Discussion**

There is a discussion between the Finance Department and the Board of Trustees to divest from fossil fuels in Gonzaga’s investment portfolio. This is a tactic to show that consumption of fossil fuels is a harm to the environment. A few months ago the Finance Department presented this to the trustees and they were denied. The board did agree to let the Finance Dept. research more and come up with alternatives investment opportunities. The request to divest comes from the students and faculty members. When the proposal is generated in the future there may be an opportunity for SAEC to review and offer our feedback. The report from the Finance Department found that 2.4% of our portfolio have exposure to fossil fuels. That is 2.4% that is killing the environment. Dayton University is a good example of an institution who has divested.

### SPIRIT DAY 2017

**Suzie**

**Discussion**

August 4th will be the date for this year’s event. The plan is to have the event on campus and have a carnival feel with food trucks potentially. Suzie suggested that we invite Sodexo and Follett to join us on that day as well since they are part of our community. Rachelle will check with HR to make sure we are not overstepping our bounds. Suzie mentioned that if we can get the approval we could an opportunity to gain some sponsorship to help support the event. Jeff wondered if there was a food truck policy to sell on campus. Suzie mentioned that it is her current work project and she has another meeting set up with a local food truck group made of approximately 27 food trucks. She is working with Joe Madsen regarding the risk of hosting the event on campus. Juanita will also check with Kirk to see if Follett and Sodexo can be included.

**Conclusions**

Suzie welcomes volunteers and she believes that Chuck Faulkinberry will be a big help because this is a passion project of his. Also requesting the pledge from the Faculty Senate up front to help cover the costs and increase our event marketing.

### GENERAL UPDATES

**All Committee Members**

**Discussion**

The bylaws are now updated on our website and the dashboard is in final review with Kohn Sklut and Kirk, but Rachelle will keep us posted. Thayne has approved the compensation philosophy statement, and the term “financial health” will be clarified by the Finance Department with a proposal in the near future. We have two retirement vendors and Kirk requested that we put out a RFP. Both of our vendors have removed some of their fees based on our RFP, so that is a great cost savings for Gonzaga. The retirement committee is looking at all of these proposals, and Kirk has requested to have an active staff presence on the committee. Rachelle requested a SAEC staff representative to join the retirement committee as well as the wellness committee, but she is waiting on a response from Lisa Schwartzenburg.

Jim Sjothun reported that the Security Advisory Committee no longer exists, so we will remove that from our list of committees on the website.
Satish and Jennifer requested donations in support of the organization “Rising Strong”. This charity finds housing for addicts with kids who have open CPS cases. This gives those families the chance to live together instead of the children living in foster care. They request that we bring in toiletries, clothing, games, house supplies or monetary donations. The basement of Foley is the drop off for donations. The goal is to collect all of the donations by the end of February. ITS and Finance are running this grassroots project. Maybe we could ask all staff members that travel to bring back unused toiletries as well. Possibly putting something on Concur when people book flights or hotels. Suzie suggested reaching out to the Spokane hospitality community and maybe local dentists.

**CONCLUSIONS**

We will present this charity and other charity options at the next open meeting.

**11:16 AM – 11:55 AM**

**SAEC GOVERNANCE**

**STEPHANIE/ALL COMMITTEE MEMBERS**

**DISCUSSION**

Stephanie shared the idea of moving our current SAEC election process to every 2 years, instead of the current staggered election process of every year. We would have those positions that end in 2017 available for an interim 1 year position until 2018 when we can set up a new election process. Rachelle explained that this onboarding of half of the committee each year is very taxing on the leadership and is that the best use of our time to take 2 meetings each year to prepare elections? We would potentially have the elections start in February rather than June to allow the new representative to attend 2-3 meetings before their service begins. Rachel worries that there won’t be carry-over and the removal of the entire council will be disastrous. Jennifer thinks that having the elections at one time every two years may be a positive for the community. They will know when the elections are coming up rather than the current uncertainty. Rachel suggested leaving the staggered structure in place and just improving our election procedures. Jeff mentioned that we did talk 3-4 years ago about a “reset” and modeling the council after the Faculty Senate. That would have provided departments/large groups on campus with one representative for each area. That would have increased the size of the council. The concern was that we couldn’t gain enough buy-in from each area to set that model up. Satish also questioned if there is a term limit in our bylaws, the group consensus was that we do not currently restrict the amount of terms a representative can serve. Jeff likes the idea of moving the election process up to February/March to allow for a longer transition period. The group is agreed that the key is succession planning and equal opportunity for others to apply.

**CONCLUSIONS**

March Meeting Talking Points:

1. Election Dates (February Elections Instead of May). Include a transition period?
2. Looking at our election language from Vice-President to President elect.
3. Use a uniform election cycle vs. a staggered position (or uniform for officers only) Establish an ex officio member to help with transitions.
4. Who votes for the officers? Should all of the roles be voted by staff and not just SAEC for the president’s position?
5. Do we want term limits?

Future talking points: create a better representative model of the entire university.