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Longwood University
Staff Advisory Committee
Minutes – January 16, 2008
2:00 – 3:30 pm

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Members present: Bill Benninghove, Gayle Covington, Karen Fulcher, Charlene Gaines, Anita Harris, Leah Payne, Crystal Ragland, Sharon Sercombe, Donna Simpson, Debbie Wooding

Members absent: Grant Avent, Jane Crawley, Marty Gibson, Jeff Gore, Nancy Scruggs, Tonya Smith

Roll call was taken and a quorum was confirmed. Minutes from the December 12, 2007 meeting were reviewed and approved as submitted.

Welcome New Members
The committee welcomed the new members as well as the new Chief Human Resource Officer, Jonette Aughenbaugh

Elect Officers
- Sharon Sercombe was elected and agreed to serve as chair of the committee for the 2008 year
- Anita Harris was elected and agreed to serve as secretary for the 2008 year
- Crystal Ragland was elected and agreed to serve as the webmaster for the 2008 year
- Nancy Scruggs was elected and would be asked to serve as vice chair of the committee for 2008. If Ms. Scruggs is unable to serve as vice Chair the group would elect another member at the February meeting.

Change By-Laws
It was noted that several changes needed to be made to the by-laws:
- Add By-Laws title to the document.
- Update bylaws to show that Human Resource Director is now known as Chief Human Resource Officer.
- Amend bylaws to accommodate an ad hoc / non-voting position for a non-staff member that can be filled at the discretion of the SAC.
- Amend bylaws to show the addition of the webmaster officer's position.

Annual Capital Update Event
The President's office asked the committee their thoughts on the necessity of an annual capital update event. The committee members were asked to poll their areas and get feedback from across campus. It was the consensus of the group that the event was good for morale and should not be eliminated. Past years may have been lacking in participation due to offices sending only one representative to bring back information.

The next SAC meeting will be held on February 20, 2008.