
I. The staff members who served during the past year were Al Pollack, Gail P. Shipley, Toni Searle, Maureen Dore-Arshenowitz, Dana Jankus, Melissa Amos-Landgraf, Robin Kramer, Marty Artzberger, Mary Rose Tichar, and Carmen Rodriguez.

II. Accomplishments
   A. Developed a list of “Top Ten Ways to Communicate About SAC” that includes 1) campus mail, 2) coffee meetings, 3) SAC button, 4) meet one new constituent a week, 5) visit the SAC Web page, 6) give reports at staff meetings, 7) posters, 8) phone calls, 9) invite, and 10) e-mail.
   B. Redesigned SAC Internet site to comply with the changes in Aurora standards.
   C. Designed a Staff Advisory Council button to be worn on designated days.
   D. Designed a business-card size magnet with the SAC mission and SAC Internet site address for distribution at the Benefits Fair.
   E. Designed SAC informational table presentation for display at the Benefits Fair and other University events.
   F. Administered a University survey at the Benefits Fair in December 1999.
   G. Increased distribution for the bimonthly electronic newsletter, Staff Advisory from 179 to 313 subscribers.
   H. Coordinated a weeklong ten-year anniversary celebration May 22-26, 2000. SAC 2000: Celebrating 10 Years of Service. Developed and mailed announcement to University staff.
   I. Held a luncheon on May 24 to commemorate SAC ten-year anniversary. Invited all current and past SAC members with 1994/1995 SAC Chair, Mark Lastition, as keynote speaker. Designed a commemorative anniversary coffee mug to give to SAC members.

III. Goals for FY 2000-2001
   A. Publish a “SAC Update” to be included with the Campus News in the fall.
   B. Analyze 12/99 University survey and report results to Council.
   C. Work with management center representatives to discuss methods of communicating with constituents.
   D. Develop an informational flyer and submit SAC flyer to Human Resources for distribution to new employees.
   E. Develop a public relations flyer and mail to administrators receiving Administrative Notes to encourage increased support for SAC

NOTE: Meetings for the next fiscal year are scheduled for the second Tuesday of each month from 12:00 to 1:00 p.m in 351 Adelbert Hall. Check the SAC Communications Committee for actual dates.