



CASE WESTERN RESERVE
UNIVERSITY EST. 1826

SAC Communications Committee 2011-12

Meeting Thursday, October 5, 2011 Teleconference - call 3682079 2:00-3:00PM

Chair: Michael Gilkey and Co-Chair Anita Gupta

Attendees: Andrew Fu, Michael Gilkey, Anita Gupta, Michelle Jacobs, and Angela Sloan

- Discussed the first Sactivities Newsletter which will be ready for Steering Committee review by March 2012 and released at next SAC General meeting on April 13, 2012
- Use Adobe Connect to record SAC General Meetings to boost attendance and support of SAC
- Need to review New Hires Packet and see what is given to new staff - update
- Clean up and update website as needed and requested by SAC members
- Meeting was adjourned at 3:00 pm.