1. **Membership**
   - Kathy DeGray - Circulation, Science and Engineering Library (through June 2013)
   - Kevlin Haire - University Archives (through June 2012)
   - Tonya Maniaci - Interlibrary Services (through June 2012)
   - Brian Miller - Interlibrary Services (through June 2012)
   - Diana Ramey - Teaching and Learning (through June 2013)
   - Schelby, Russell - Web Implementation Team (through June 2013)
   - Cheryl Stojak - Serials, Electronic Resources, and Rights Management (through June 2012)

2. **Officers and ex officio**
   - Chair: Russell Schelby
   - Vice-Chair: Diana Ramey
   - Recorder: Kevlin Haire
   - Human Resources Rep (ex officio): Greg Newman

3. **Activities**
   - Implemented a new wiki page for SAC members to share documents and track projects.
   - Revised and implemented a simplified Director's Award nomination form that is available online. Reviewed nominations for the 2011 Director’s Award and made recommendations to the Libraries Director.
   - Helped organize, publicize, and gather topics for the quarterly Libraries General Meetings.
   - Provided feedback to Libraries Administration and Human Resources on a variety of topics, including:
     - Performance Review Process
     - Proposed Student Employee Recognition Program
     - New Employee Orientation program
   - Initiated a pilot project called “Featured” in which individual staff members are the focus of a Q&A in *NewsNotes*. The purpose is to help staff get to know each other better. The pilot project began in February. As of June 1, six staff members had been featured.
   - Proposed and won approval for increasing faculty and staff Spot Bonus awards from $200 to $300. Created a web form for nominations for the program; included a list of winners on the web page; and designed a regular promotional element in *NewsNotes* to publicize it.
   - Initiated in March 2012 a new “Kudos” program in which a web form was created for people to express appreciation for something a Libraries employee did for them. As of June 1, 18 “Kudos” had been logged.
   - Suggested to Libraries Administration a more structured program for Kent State University library science master’s students who perform their practicums at OSU Libraries.
   - Reviewed Culture Pulse Survey to discover actionable items. Began work on a new staff survey.
   - Held an election in May 2012 for four seats on SAC and one amendment to the SAC Constitution.