

# Classified Staff Council

Tuesday, January 12, 2016  
General Working Meeting 3–4:50 pm  
Santa Cruz Room, Student Union  
**MINUTES**

- I. **Welcome and A Call to Order – Chair, Christina Rocha**
- II. **Roll Call - Attendance Sheet**  
Janet, Richard, Trudy, Julia Rudnick, Angie, Dawn, Amy, Asya, Katie, Christina
- III. **Approval of General Minutes (December) – Christina (2 minutes)**  
There was a motion to approve and a second motion by another representative. The minutes were approved from the General Council Meeting on December 1, 2015.
- IV. **Announcements– Christina (7 minutes)**
  1. **Welcome Amy Miller – New CSC Member**
    - a. **Introduction**
      1. Amy works with Financial Service Compliance, specifically P-Cards.
  2. **Reminder: notify Christina *OR* Katie if you will be missing a meeting**
  3. **HOUSE clean out: Doodle Poll results**
    - a. January 29, 2016 at 5:00 pm. The address is: 1244 N. Fremont (Fremont & Mabel). Christina will get to the HOUSE by 3:30 pm if anyone wants to arrive early.
- V. **Treasurers Report – Gloria (2 minutes)**
- VI. **Communications Committee (5 minutes)**
  1. **Updated the calendar with all Spring events**
    - a. The main page will only allow us to list 3 events at a time. Asya will add a link that will connect you to more events.
  2. **Update listservs before sending out any advertising about our upcoming meetings and professional development.**
    - a. **Should be updated every 2-3 months**
      1. Update with new list of all active classified staff.
      2. Still need to update list of notaries.
      3. Asya will add EB as default BCC for all suggestion box replies.
- VII. **Crossroads update – Janet (15 minutes)**
  1. **Keynote speakers, vendors, and sessions**
    - a. Keynote speakers: John Dudis & Greg Byrne
  2. **Recruit subcommittees**
    - a. Connie – reservations, Angie – vendors, need help with speakers, programming, etc.
    - b. Speaker suggestions:
      1. Tina Hartwright
      2. Active Shooter/CERT
      3. Computer Security Concerns
      4. Leslie Porter – the Art of Managing Up
      5. UA leadership on demand
- VIII. **Stuff the Cat Tran – Christina (2 minutes)**
  1. April 6, 2016 from 7:00am-6:00pm
- IX. **Suggestion box activity (5 minutes)**



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**X. What changes do we need to make on campus? – Open Discussion (10 minutes)**

1. Do compassionate leave hours apply to maternity leave, bereavement, etc?

**XI. Closing Comments, Ideas & Questions (2 minutes)**

1. Shared Governance webpage still says “SAC”...we need to update that.
2. We should send out an email to all classified staff asking about what perks they know of. Then compile a list, and update every few months, about all the benefits available as a UA employee and around town.
3. How can we make CSC mass emails more eye catching? – Asya will work on it.
4. Julia Rudnick updates – 5 scholarships awarded for APAC; send out a quarterly newsletter; changes made to bylaws need approval; Fair Labor Standard Act will be implemented by fiscal year end??
5. University Club (membership: Faculty, Staff, Appointed Professionals, Grad Students, Postdocs, Alumni, etc.), top floor of the Marriott.
  - a. Hosting free event dinner to promote the club – Christina will send out information

**XII. Wrap-Up – Chair, Christina Rocha**

**XIII. Adjournment at 3:50 PM**

1. There was a motion to adjourn and a second motion by another representative. The meeting was approved to adjourn.

**UA Food Pantry – C. Michelle Sun (30 minutes)**

*Community Director, UA Residence Life Advisor – UA Food Pantry*

Michelle Sun graduated with her master's degree in Higher Education from the University of Arizona in 2013. Prior to her studies at the U of A, she attended Virginia Tech while earning her B.A. in Communication.

Michelle has always had a passion for service to the community which led to her involvement with the UA Campus Pantry. While studying at the U of A, she co-founded the UA Campus Pantry and has served as the advisor since its inception in the spring of 2012. Since its beginning, the UA Campus Pantry has strived to be an accessible food pantry for the entire UA community.

In 2014, Michelle transitioned into the position of Executive Director of the Pantry when it received non-profit status. As Executive Director, Michelle oversees the Board of Directors and the overall operations of the Pantry.

**Overview of UA Food Pantry: what they do, ways to help, and resources:** <http://campuspantry.arizona.edu>

**NEXT MEETING February 2, 2015 – San Pedro Room of Student Union**

**COMMITTEE UPDATES:**

Classified Staff Council Committees:

Communications & Marketing – Asya/Dawn

Crossroads Conference – Janet

Emily Krauz Staff Award – Janet/Diane

Membership – Connie/Janet

Programming – Connie

Staff Appreciation – Dawn/Gloria

Stuff the Cat Tran –Christina/Sylvia – *will be meeting late January/early February*

University Committees:

Appointed Professional Advisory Council – Richard/Diane

Campus Emergency Response Team (CERT) – Richard

Campus Recreation – Katie

Commission on the Status of Women (CSW) – Asya

Emergency Employee Fund – Christina

Employee Recognition/ On Our Own Time – Grace/Norma/Trudy – **ERC process has begun and a new website has been opened: <http://recognition.arizona.edu/>. Nominations opened December 14<sup>th</sup> using a new online system that allows you to begin the process and save results – returning later to complete your nominations. **The deadline is January 29<sup>th</sup> at 3:00 pm.****

Faculty Senate – Executive Board

Naming Committee – Christina

Parking and Transportation Advisory Board – Grace

Shared Governance Review – Christina

Strategic Planning Budget Advisory Committee (SPBAC) – Christina

Tri-University Planning Committee – Executive Board

UA Retiree Association – Angie – *Retiree association is interested in presenting at Crossroads*

University Hearing Board – Gloria

Special Committees:

Human Resources – liaison comes to us