

Classified Staff Council

Tuesday, March 1, 2016
General Working Meeting 3–4:50 pm
Ocotillo Room, El Portal Building 1st Floor
AGENDA

- I. **Welcome and A Call to Order – Executive Vice Chair, Connie Lorenz**
- II. **Roll Call - Attendance Sheet**
Dawn, Gloria, Connie, Diane, Sylvia, Janet, Amy, Richard, Angie, Katie, Julia Rudnick, Grace
- III. **Approval of General Minutes (February) – Connie (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 February 2, 2016.
- IV. **Announcements– Connie (10 minutes)**
 1. **New EB members**
Christina will email out the results
 2. **CSC will NOT be attending the PACS Vendor Showcase**
 - a. We should attend the Resource Expo instead
 - b. Prepare for the Expo at the CSC Annual Retreat
 3. **Staff Appreciation**
 - a. **Number of RSVP's so far**
 1. 132 RSVP's so far!
 2. Have Christina talk about membership/committees/etc.
- V. **Leaving CSC – Connie (3 minutes)**
 1. **Asya has been promoted to Appointed**
 - a. **Who will be the CSC Rep for CSW?**
Katie will check with Asya about how often they meet
 2. **Dawn will be completing her term in June**
 - a. **Who will help co-chair C&M**
Sylvia and Trudy
- VI. **Treasurers Report – Gloria (2 minutes)**
 1. Expenses from last month: \$89.00 for CSC House cleaning supplies. Ending balance: \$13,438.96
 2. Next month: staff appreciation cards, shirts (once the order is corrected)...
- VII. **Stuff the Cat Tran – Connie (5 minutes)**
 1. **Has everyone signed up to receive a box?**
 - a. Boxes will be delivered today/tomorrow.
 - b. Email Christina if you need a box
 2. **Has everyone signed up to volunteer?**
 - a. Email Christina if you still have not signed up to help.
- VIII. **Communications & Marketing/ Programming – Sylvia/Dawn/Katie (7 minutes)**
 1. **Meeting on Friday 4 March to go over website and flyers: Professional Development (April), Stuff the Cat Tran, and Crossroads Conference**
 - a. Send out general email to all Classified Staff about membership...make it seem fun somehow.
 - b. Janet is working with Josie Kelly about putting our flyers in the new employee packets.
 2. **Also to be discussed at this meeting: social media, and communication and follow-up to Classified Staff**
- IX. **Suggestion box activity (4 minutes)**

1. Can we webcast/record our professional development sessions and then post onto the CSC website.
 - a. Can anyone help with checking out the camera from UITS, setting up the camera, filming, and editing.
 1. Retreat item – recruiting a camera person.

X. Closing Comments, Ideas & Questions (2 minutes)

1. Crossroads update:
 - Vendors: 3 paid reservations, 2 other commitments
 - Morning keynote speaker will be outside in the morning, door prizes will be given out then
 - Registration closes at 9:00am, announcements, then keynote.
 - 1st session starts at 10-11, 2nd session 11:15-12:15, buffet lunch 12:15-1:30, 3rd session 1:45-2:45, closing speaker 3:00-3:30, closing announcements and door prizes 3:30-4:00pm. Free tequila shots at 5:00 ☺
 - Max – 600 people for lunch
 - The facility is able to make smaller/larger rooms for us
 - Allow the vendors to be set up all day to try and catch people in transitions.
2. Sylvia is heading up door prizes, and Dawn has created a list of UA Resources. The Resources will be posted to website after the Crossroads Conference, in addition to “additional resources” from the breakout sessions.
3. Compassionate leave hours – can you donate hours to someone specific even though their needs aren’t tragic?
 - a. Have her email HR as well as her department’s HR.
4. Staff Appreciation event – President Hart is coming between 4:45-5:00 pm.

XI. Wrap-Up – Chair, Connie Lorenz

1. Please join us next month for a presentation about *Sustainability on Campus* by Julia Rudnick, as well as for the Stuff the Cat Tran event. Please contact Christina (crocha@email.arizona.edu) if you would like a box for your department or are interested in volunteering.

XII. Adjournment at 4:00 PM

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

Toastmasters & Speechcraft Presentation – Deborah Andrysiak, UITS – IT Cats (60 minutes)

How TM Promotes Professional Development | The Value of Intrinsic Benefits | Myth Busters

Deb Andrysiak has been with the University of Arizona for 20 years. She started out in the Department of Surgery running clinical trials for six years. In 2001 she moved on to IT and is currently a Business Relationship Manager for Campus IT Operations under the Office of the Chief Information Officer. She holds a BA from the U of A and two master’s degrees (University of Phoenix and NAU). She brought Toastmasters to the Office of the CIO as a professional development activity. The Office of the CIO chartered their club in December 2009 and she served as the charter President. She has served in an officer role every year since they chartered. <http://toastmasters.arizona.edu/>

NEXT MEETING April 5, 2016 – Ocotillo Room, El Portal Building 1st Floor

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

University Committees:

Appointed Professional Advisory Council – Richard/Diane

Campus Emergency Response Team (CERT) – Richard

Campus Recreation – Katie – *Had our first RAC meeting of the year on 2/17/16: yoga, fitness programs, wellness programs, Q&A/discussion*

Commission on the Status of Women (CSW) – Asya

Emergency Employee Fund – Christina

Employee Recognition/ On Our Own Time – Grace/Norma/Trudy

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 – Angelina

University Hearing Board – Gloria

Special Committees:

Human Resources – liaison comes to us