

SAC Meeting Minutes  
June 4, 2013: 3:00 – 5:00  
Student Union, Presidio Room, 4<sup>th</sup> floor

I. Call to order - Claudia - 3:06pm

II. Roll Call - Attendance Sheet

Present: Grace Aranda, Claudia Arias, Cynthia Ann Bjerk-Plocke, Monica Blancarte, Iris Budinoff, Marge Davis, Charlotte Honeycutt, Michelle, Mixer, Amy Morris, Loretta Pedraza, Richard Salazar, Karen Sesler, Shanley Ten Eck, Melanie Tournquist, Natalie Wilkins

Excused: Janet Black, Sharon Bouck, Carolyne Greeno, Phyllis Kabins, Theres Lane, Connie Lorenz

Absent: Cathy Curtin, Eddie Gomez, Melissa McGee

Guests: Julia Rudnick

III. Treasurer's Report – Treasurer in training

IV. Meeting minutes: Please review minutes on SAC website and if you have any changes please send an email to Claudia and Grace.

V. New Business

1. Crossroads conference update - departments are looking to register multiple people should create an IB e-doc and refer to it in their online registration. SAC members dont have to pay but will be assigned to work though once their work is done they can attend the conference. SAC conference page is up and running so hit the home page to get their and has the link to register as well. Screens are ordered through hotel but computers loaned through UITS and speaker requiring a projector will bring one. Logos will be included in the program and need to be provided by vendors.
2. SAC retreat set for July 19 at the Hacienda del Sol resort. New board will be sworn in and then they will set the goals, and agenda of the day. It should be a fun and beneficial day.

VI. Committee Reports:

**Standing:**

1. Tri-University Classified Staff Executive Board – **SAC Executive Committee** - Tri U to be here at UA in September and new board will get the minutes of the last meeting.
2. Communications – **Amy Morris** - go live July 1 and getting official word about it getting the name we want. Site in a box template is being utilized and no charge as we are their beta.
3. Emily Krauz Staff Endowment Fund – **Shanley ten Eck** - Selections made, just getting final review before publishing awardees

4. Employee Recognition – **Grace Aranda** - Spirit awards went out for nominators and those volunteers who showed up to help set up. Working with Brian Berrellez to get our forms available online. Claudia - On Our Own Time - working on next years is
5. Human Resources - **Loretta Pedraza** - all hiring online now. Hundreds of performance appraisals processed already. Professional development for fall is being set up. Toastmaster club: Fri 12-1, USB 214 - available to anyone trying to improve their speaking ability
6. Legislative – **Grace Aranda** - closes any day, finishing up the session
7. Membership/Liaisons - **SAC Members** - Gloria Kliniki forms mailed out
8. Activities – **Claudia Arias** - Sent info to Shanley on Jonathan Freeman from Athletics about getting staff game set up. Once we arrange the price it will set the game for fall. We will also going up against lower rates at COM
9. Tailgate – **Claudia Arias** -
10. Stuff the Cat Tran – **Grace Aranda / Marge Davis** - need folks to think about taking this on next year

#### **University Committees:**

1. President's Cabinet – **Claudia Arias** - Milton Castillo stepping down and national search to come
2. Appointed Professional Advisory Council (APAC) – **Julia Rudnick** - winding down for summer, getting ready for meeting this summer, voting seat was given to APAC,
3. Campus Emergency Response Team Committee (CERT) – **Amy Morris / Karen Sesler** - review of the shooting suspect on campus, woman's group holding a walk and a religious protestor on campus that was borderline to what was allowed.
4. Campus Recreation Advisory Council – **Richard Salazar** - start up again in fall
5. Commission on the Status of Women (CSW) – **Monica Blancarte** - professional development survey underway. Next meeting day of our conference. Working on their new logo.
7. Faculty Senate – **Amy Morris** - ended session last month, voted on APAC seat
8. Life and Work Connections – **Michelle Mixer** - still meeting over the summer getting ready for the food day event in October and the importance of hydrating while keeping active this summer.
9. Parking and Transportation Advisory Board – **Grace Aranda** - meeting in the fall
10. Shared Governance – **Claudia Arias** - meeting on monday, Dr Hart is talking about communication presentation template from the office of communications Terry Thompson offering services for those units wanting them. Check our Redbar cafe for any UA template or graphic needs. President is concerned about student retention through graduation. Feedback was that students dont get enough services,

advising, classes available to provide customer service and preparation to ensure students are ready for university life in order to retain those students.

11. Strategic Planning Budget Advisory Committee (SPBAC) – **Claudia Arias** - one more meeting in June, UA plan was submitted to ABOR on presidents and SPBAC web page
  12. UA Employee Emergency Fund - **Claudia Arias** - fund is down but Lo Que Pasa will be doing a story on it and that will likely increase donations
  13. UA Retiree Organization – **Claudia Arias** - will be at conference
  14. UA Cares Steering Committee – **Michelle Mixer** - recognition lunch by United Way to thank ambassadors
  15. UA Student Union Advisory Council – **Claudia Arias** not meeting until fall
- VII. Wrap-up – Claudia Arias - The new SAC year will start with the SAC Retreat on July 19 and new representatives will need to be assigned for each committee. Tri U is made up of the Exec boards. Presidents Cabinet & Advisory Board, Shared Governance and Employee Emergency Fun are all president only committees. All others are open except for Employee Recognition though SAC members can of course are welcome. We will also need a SAC member to attend APAC meetings. Bright Ideas will need to be added to our list of committees. Shanley mentioned that the UA will be doing a video on Wildcat spirit and anyone interested in participating at Gates pass should get in touch with her.
- VIII. Adjournment 3:59pm