I. Welcome and A Call to Order – Chair, Christina Rocha

II. Roll Call - Attendance Sheet
Katie Franks, Christina Rocha, Janet Gurton, Grace Aranda, Richard Salazar, Cheryl Moore, Sylvia Ibarra, Charlotte Honeycutt, Julia Rudnick (APAC), Asya Roberts, Connie Lorenz, Dawn Bell, Claire Tapia (SGA), Angie Toledo

III. Approval of Conference Minutes (July) – Christina (2 minutes)
There was a motion to approve and a second motion by another representative. The minutes were approved from the Annual Retreat on July 31, 2015.

IV. Announcements– Christina (5 minutes)
- Attended the HR alliance forum this morning (8/4/15), please refer to the HR Alliance Info attachment for details about the meeting.
- UA has a Relocation Company! Please see flyer attached.
- There will be an HR Open House on September 24, 2015. We strongly encourage each council member to attend.
- Tri-U Meeting: all Execute Board members are strongly encouraged to attend in September. Christina will be contacting Steve Potter to secure the date & location. It might possible be held at ASU.

V. APAC Announcements – Julia
- Just finished up their annual retreat as well. One of their goals for this year is to increase membership! As budgets are getting cut all over campus, there is an increased work load and therefore it is harder to be as involved as we used to be in external committees. We need more membership to balance out the load.

VI. FY 2015-2016 new budget – Gloria (5 minutes) **will discuss at Sept meeting**

VII. Define Executive Board Duties – (15 minutes)
These duties were revised and rewritten in the Bylaws in Teal. Some key points that we changed were:
- Reassigning duties amongst the EB
- Creating accountability between members of the EB
- Ensuring that there is an EB member on each committee
- Creating a liaison to communicate with for Communications Committee

Topic still in discussion: should we have an EB member be the point of contact for designated committees?
- Ex. Treasurer overseeing the Emily Krautz Fund Committee

VIII. Priorities for this year: Accountability – (20-30 minutes)
- Setting goals and delegating duties for both committees and council as an entirety. Specific goals have been noted on the committee list. Please see attached.
- Some possible speaker’s to attend our general meetings: Catherine Zavala; Life & Work Connections; Janel from Ben’s Bells (Charlotte can make the contact for this one)
- Set dates and speaker schedules for: general meeting, committee meetings, professional development series
• #1 priority for this year though, build up our relationship with administration

IX. Compile a list of each department on campus to develop liaisons (10-15 minutes)
This was skipped over and not discussed due to lack of time.

X. Restructure of Monthly Meetings – (20-30 minutes)
• Keep meetings the same vs. cut time to an hour meeting, 4-5pm
• Every other meeting – an accountability meeting; update on committee work
  a. Meet from 3:30-5:00 pm? Keep meeting to 40 minutes (meeting & guest speaker) with 20 minute breakout for committees.
  b. Report the event of the month & upcoming event in Agenda to keep everyone on track

A motion was made to have 2 hour meetings for the next two months (September-October), 1.5 hour meetings beginning in November, and quarterly brown bag professional development. A second motion was made by another representative. This current plan of attack was approved.

**Standing agenda item – prioritizing our breakout sessions**

XI. Committee List Review – (10 minutes)
The committee list was reviewed and it was decided that the Communications Committee will be accountable for what is sent out. All communication needs to be approved by an EB member or council member to double check that the usage of our logo is correct; spelling and grammar are consistent; and that it is truly a CSC document. The Communications Committee will always request a deadline for when they need to receive edits back.

XII. Closing Comments, Ideas & Questions (10 minutes)
• Asya gave website access out to the Communications & Marketing committee. They are working on setting up a meeting time to train and update our council website.
• An appointment needs to be made with UA marketing to officially change our name and logos.

XIII. Wrap-Up – Christina (2 minutes)
XIV. Adjournment at 5:00PM

NEXT MEETING September 1, 2015 – (TBA)

NEW LIST OF COMMITTEES
Classified Staff Council Committees:
Communications & Marketing – Cheryl/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
Commission on the Status of Women (CSW) – Asya
Emergency Employee Fund – Christina
Employee Recognition/ On Our Own Time – Grace/Norma/Trudy
Faculty Senate – Charlotte
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
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Step 3
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Laurie Becker
602-388-8070 X803
Laurie.becker@aboveandbeyondrelo.com

Rhonda Chaney
520-975-3056
rchaney@suddath.com
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