



Staff Advisory Council

Meeting Agenda
August 7th, 2012 - 3:00 – 5:00
SUMC - Presidio Room

- I. Call to order - Claudia - Called at 3:01
- II. Roll Call - Attendance Sheet - attendance form distributed to sign in.
- III. Approval of July Retreat Meeting Minutes and introduction of new members.
- IV. Treasurer's Report – Carolyn Greeno - slight surplus. New budget is loaded but unsure if it will settle down. Retreat costs. 11,059.18 remains.
- V. Introduce new SAC members. – Claudia Arias - Round robin - Amy with guest from biochem side, Cynthia, Melanie, Natalie, Shanlie, Melissa, Connie, current member intro as well, Karen, Charon Bouck, Michelle Mixer, Carolyn, Kerryann, Richard, Grace, Claudia
- VI. New Business
 1. Guest Speaker – Nancy Stiller - postponed until Sept 4. Requests in for President Hart and Provost Comrie to speak in the future but no date set. Tim Bee will be with us in January to cover legislative issues. Anyone you are interested in hearing from or know who would be good just email suggestions to Claudia. Natalie expressed concern about ensuring a large room for these events so we have plenty of room for staff to attend. Claudia mentioned Dr Hart is interested in having town halls on and off campus and will be distributed.
 2. **Recap retreat notes** - draft minutes distributed on listserv...any changes from retreat please forward to Grace. Final June minutes and retreat minutes will be distributed. Would like to have each SAC member submit up to 6 questions to her of concerns from staff units on campus. Already mentioned are raises.
 - Understanding our mission and the fact that we represent 5400 staff and so we need to make sure we are participating and encouraging everyone take part in whatever capacity they would like and feel comfortable doing.
 - Changes to the bylaws and constitution to allow for renewal of officers, newer members being able to be officers. Elections happening earlier for planning and training. Midyear election of treasurer so they can be fully trained in operations of that position.
 - Where is SAC and where do we want to be? We want to do important things and be available to broach staff concerns on an even plane with faculty and students. We need to participate and take our position seriously. As concerns are raised we need to bring them forward to the council. We would like SAC to be taken seriously and are part of our 2nd Inaugural speech.
 - How do we measure success? We want to increase membership to ensure staff is being well represented. Continue working closely with the president. Communicate with other advisory councils to have a united front on campus and with the Tri-U. We will be improving our website, logo, and other ways of reaching staff without access to

computers. Using UA on Campus intranet for more communication/media.

3. Six questions from SAC Members for President Hart. - send them to Claudia by August 17.
4. Will need committee and event reports for annual report turn in as soon as possible.
5. TRI University Meeting schedule for September 21, 2012 at ASU. Exec board only from 3 universities.

VII. Committee Reports: Reports and budgets need to be submitted by the 10th. Budgets can be submitted by the 24th. Claudia will get back to you by the 14th.

Standing:

1. Tri-University Classified Staff Executive Board – **SAC Executive Committee**
2. Communications – **Carolyn Greeno**, Melissa McGee, and Richard Salazar, Karen Sesler, Grace Aranda - amy is looking into help transferring it into Drupal. SAC Announcements going out weekly.
3. Emily Krauz Staff Endowment Fund – **Sharon Bouck** and Carolyn Greeno - contacted Rita Williams from Foundation about endowment. Ana will help with the renewal of the scholarship. Have info from how APAC does their award. Need members who are interested in helping with this committee. Will be highlighting winners at the conference in the future. Need to highlight it during UA Cares so we can build the fund.
4. Employee Recognition – **Grace Aranda**, Claudia Arias and SAC Exec. Board - We need a new coordinator. Gallery takes care of the art.
5. Human Resources – **Kerryann Gillooly** and Loretta Pedraza - Works on policy and reviews, encourages HR to offer items for staff development as well. Informal mediation group and Michelle Mixer is taking training (20 hrs). Loretta is our Liaison and Life and Work Connections is another offer from HR that steps up for presentations, etc for UA community.
6. Legislative – **Grace Aranda** - reaching out to Advocats, etc. Events usually dont get going until Spring.
7. Membership/Liaisons – Claudia Arias, Monica Blancarte and SAC Members - we have 10 new members and encourage folks to look for new possible members to reach our 42 max.
8. Activities – needs someone to chair or cochair -
9. Tailgate – Kerryann Gillooly and Claudia Arias - Spot in front of mckale hall of fame on Oct 20 - family weekend. Catered through the student union - hamburgers/hot dogs. Frito lay and Shamrock to donate.
10. Stuff the Cat Tran – Grace Aranda and Marge Davis -
11. Conference – Melissa McGee and Marge Davis - record number of attendees

University Committees:

1. President's Cabinet/Campus Advisory Council – Claudia Arias
 2. Appointed Professional Advisory Council (APAC) – **Brian Berrellez**
 3. Campus Emergency Response Team Committee (CERT) – **Amy Morris and Karen Sesler**
 4. Campus Recreation Advisory Council – **Charlotte Honeycutt,**
 5. Commission on the Status of Women (CSW) – **Monica Blancarte, Carolyne Greeno** and Amy Morris, Charlotte Honeycutt
 6. Diversity Coalition – **Claudia Arias,** -
 7. Faculty Senate – **Amy Morris, Eddie Gomez** - Meeting in september, needs a strong voice for staff.
 8. Naming Committee – **Kerryann Gillooly, Sharon Bouck** - part of shared governance that review new naming requests via email funneled through faculty center.
 9. Life and Work Connections – **Grace Aranda, Michelle Mixer** - National Food Day in Oct.
 10. Parking and Transportation Advisory Board – **Claudia Arias,** Richard Salazar -
 11. Shared Governance – **Claudia Arias,** Monica Blancarte -
 12. Strategic Planning Budget Advisory Committee (SPBAC) – **Claudia Arias, Monica Blancarte** - Budget and planning - faculty, deans, provost - mentioned to them there is a problem in order to get student support - staff has stretched everything as much as they can but we all need to improve process and provide a better student experience so that students can succeed which will increase donations in the future..that is the bottom line.
 13. UA Retiree Organization – **Sharon Bouck / Grace Aranda** - meet once a month for 2 hours with speakers
 14. University Hearing Board – **Karen Sesler and Carolyne Greeno** - Dean of students has been given their names and will be contacted for training required to sit on board. Deals with student troubles.
 15. UA Cares Steering Committee – **Melissa McGee and Melissa Mixer** - dept coordinators being named and then training and kick off will be
- VIII. Wrap-up – Claudia Arias - Folders provided to new members, need everyone to ensure that we get pics and bios from everyone. Current members need to submit supervisor info.
- IX. Adjournment - 4:45pm