



Staff Advisory Council

General Meeting Minutes September 4, 2012 – SUMC, Catalina Room, 4th Floor

- I. Call to order – Claudia Arias called the meeting to order at 3:05 p.m.
- II. Members in attendance: Claudia Arias, Charlotte Honeycutt, Natalie Wilkins, Marge Davis, Cynthia Ann Bjerk-Plocke, Karen Sesler, Melanie Tornquist, Richard Salazar, Julia Rudnick, Carolyne Greeno, Shanley Ten Eyck, and Loretta Pedraza. Excused: Phyllis Kabins, Eddie Gomez, Angie Gomez, Sharon Bouck, Michael Mayer, Amy Morriss, Grace Aranda and Patricia Paris.
- III. Approval of minutes - Grace will have the minutes ready to go within the next week.
- IV. Treasurer's Report - The current report has a balance of \$9,390.50. Received approval for the carry-forward of last year's funds. There are currently two outstanding items --- \$13.01 and \$220.00. Treasurer's Report is approved with notes.
- V. Introduction of new SAC members - The new APAC representative Julia Rudnick was introduced.
- VI. New Business

Guest Speaker – Nancy Stiller – Coordinator of the Ombuds Program – Nancy Stiller talked about her background in Higher Education Administration. She emphasized the four principles of the Ombuds Programs – confidential, neutral, informal and independent. The Ombuds Program is a sounding board and a safe place to get help that handles conflicts, questions and concerns/issues. The committee structure is appointed by the President and they receive training throughout the year. There is a new selection in December/January for 2013/2014 for two year terms. There are two ways to contact the Ombuds - call Nancy directly or any of the Ombuds listed. Also, they are involved in the Ethics Hotline, which is the watchdog program for the misuse of funds.

We need someone to take minutes – Natalie Wilkins volunteered.

All UA College Advisory Council Meeting on September 11, 2012 in the Sabino Room – This meeting is to discuss any issues with the various college advisory council boards. The Executive Board should attend this meeting.

General Meeting Room Changes/Information – A bigger room is being requested for the meetings to ensure comfort for everyone. Will be posted on the SAC webpage and emailed to all members.

Loretta Pedraza, new workshops presentation - The new workshops are for new supervisors or individuals who want to be supervisors. Please see the Human Resources Center for Professional Development page. MAP is a one semester program with 8 sessions. The Professional Development

Series is for all staff and includes supervisory, business and professional development and personal development and self-care workshops that are held twice a month at USB and AHSC. The Supervisor Essential Series are stand alone workshops and various other workshops for workforce planning, etc. are held at least once a semester or as needed. New program that will be offered – Managing the UA Way. It is a one day session with 10 topics.

Award of Excellence nomination – Information will be coming out soon.

Tri University Meeting Scheduled for September 21, 2012 at ASU - This is the first meeting in 4 years. A report will be completed and presented to ABOR.

VII. Committee Reports

1. Communications – Carolyn Greeno – Sending announcements out and working on the webpage.
2. Emily Kraus Staff Endowment Fund – Carolyn Greeno – There is approximately \$5,000 saved up in the fund. They are in the process of reinventing the procedures. There have been a few inquiries regarding the funds.
3. Employee Recognition – Claudia Arias – They are reviewing the new nomination pages and freshening them up. Grace will provide a more detailed update when she returns.
4. Legislative - There is an opening for a new Advocate. Tim B. will be the speaker in January 2013.
5. Membership/Liaisons – There are 30 members currently. Our goal is to have 35 members by January 2013.
6. Activities – Claudia Arias – Upcoming activities are the Cancer Walk and the Tucson Food Bank.
7. Tailgate – Claudia Arias - The Tailgate is scheduled for September 29, 2012 --- all staff can attend with their families. There will be food and giveaways. The Hockey Coach has expressed interest in tickets. More information to come.
8. Stuff the Cat Tran – Stuff the Cat Tran will be on April 3, 2013.
9. Conference – We are in the process of looking for potential locations for the March 2012 conference.
10. ABOR – On hold for another year.
11. CERT – There is a meeting coming up.
12. Campus Recreation Advisory Council – This is a new committee.
13. Life and Work Connections – They need Dean Leaders for 20-25 minute walks with Nancy Rogers.

14. Shared Governance & Campus Advisory Committees – They are working on the mission, values and goals statements for the University of Arizona.
 15. Strategic Planning Budget Advisory Committee – There is a meeting December 13/14, 2012.
 16. UA Retiree Organization – There is a meeting coming up.
 17. University Hearing Board – On the list for training.
 18. UA Cares Steering Committee – This committee has not started meeting.
- VIII. Wrap-up – Claudia Arias - Grace needs bios/pictures to be submitted ASAP. Carlyne Greeno mentioned an article in the Arizona Daily Star regarding at-will employees – this does not affect UA employees. We will introduce all of the new SAC members at the next meeting. The Welcome for President Hart is upcoming --- more information to come.
- IX. Adjournment at 5:00 p.m.

Respectfully submitted,
Natalie Wilkins