



STAFF ADVISORY COUNCIL

Tuesday, December 2, 2014
General Meeting 3:00–3:55PM
Presentation 4:00-5:00PM

LOCATION: Campus Recreation, North Conference Room

MINUTES

- I. **Welcome and a Call to order – President, Sheri Hill**
- II. **Roll Call - Attendance Sheet**
- III. **Swearing in of New Officers – Sheri (2 minutes)**
 1. Christina Rocha (Executive Vice President) and Charlotte Honeycutt (Administrative Vice President)
- IV. **Approval of Previous Meeting Minutes – Sheri (1 minutes)** – will motion to approve at next meeting in January
- V. **Announcements – Sheri (5 minutes)**
 1. Date Change for Meeting in January to Tuesday, January 13th in CAPLA, room 103
 2. Volunteers for Event Committees – Stuff the Cat Tran, Employee Recognition, Staff Appreciation and Crossroads Conference. Please see Richard Salazar for the Committee Sign-up Sheet if you are interested.
- VI. **Treasurer’s Report – Gloria Klinicki (2 minutes)** – no change since November’s meeting
- VII. **President’s Update – Sheri (5 minutes per item: 20 minutes total)**
 1. Strategic Planning Budget Advisory Committee (SPBAC) – Classified Staff included in Never Settle 1.1
 2. Shared Governance – December date set for next meeting. Update in January.
 3. Campus Leadership (aka: Shared Governance Review) – GPSC, APAC updates and SAC working with HR regarding title/position reclassification reviews.
 4. Bylaws and Constitution
 - a. Discussion with President’s Office – After approval of changes, a copy will be forwarded to the President’s Office for review of Constitution and Bylaws. After review by the President’s Office, the approved changes will be made to webpage.
 - b. January vote for approval on recent changes to the Bylaws in December. Please review for January 13th meeting.
 - c. VOTE to approve of changes - APPROVED
- VIII. **Liaison Updates – (2 minutes: 6 minutes total)**
 1. Appointed Professional Advisory Council (APAC) – Julia Rudnick/Richard Salazar (as SAC Liaison)
 - a. Appointed reclassification survey results and research update with Human Resources and 130 appointed personnel applied for scholarships.
 2. Human Resources – Loretta Pedraza – Open enrollment ended and 200 employees had not made their benefit selections for next year. There may not be an appeal process to elect benefits after the open enrollment end date. Reminder to collaborate with your unit on University Closure. There are four days during closure that will need to be coded as unpaid, vacation or University Closure for the pay period. January 1st will sweep all un-used vacation time that is over the maximum carry forward allowance. Please check with your departments regarding any employees that need compassionate leave.
 3. Faculty Senate – December 1st – Richard Salazar/Gloria Klinicki
- IX. **Committee Reports: (3 minutes per committee: 6 minutes total)**
 1. Crossroads Conference – Allyson McAdams
 - a. Ideas needed for a closing Keynote Speaker, please send your ideas to Allyson (allysonmcadams@email.arizona.edu).
 2. Employee Recognition – Grace Aranda
 - a. Meeting in December – if anyone interested, please contact Grace (garanda@email.arizona.edu). They need volunteers to shadow and take over the program,





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video and art show for next year. A call for nominations was announced on November 6th. Nominations are due on Monday, January 26th at 3:00PM.

- X. **Wrap-up – President (10 minutes)**
 - 1. Shelia McGinnis – Tucson Parade of Lights, December 20th in Downtown Tucson, Armory Park. Pre-parade events start at 4:30PM. The parade line-up will begin at 5:30PM.
- XI. **PRESENTATION:** *“You Said, They Said, Communicate Well in Times of Work/Life Changes”* by **Caryn Jung and Dave Swihart of UA Life Work Connections.**
- XII. **RAFFLE** – UA vs. ASU Men’s Basketball (2) Tickets, UA Presents, Stephen Sondheim (2) Tickets and many other prizes.
- XIII. **Adjournment at 5:00PM**

NEXT MEETING - Tuesday, January 13th in the *College of Architecture, Planning and Landscape Architecture (CAPLA) Room 103*, **“The Never Settle Plan – What it Means for Classified Staff and Appointed Personnel?”** presented by Barbara Bryson, Vice President for Strategic Planning and Analysis.

XIV. COMMITTEES WITH NOTHING TO REPORT

- 1. Activities – (TBA)
- 2. Campaign for Common Sense – Christina Rocha
- 3. Campus Emergency Response Team (CERT) – Richard Salazar
- 4. Campus Recreation – Charlotte Honeycutt
- 5. Commission on the Status of Women (CSW) – Charlotte Honeycutt
- 6. Communications/Marketing – Christina Rocha/Allyson McAdams
- 7. Emily Krauz Staff Award – Executive Board
- 8. Life and Work Connections – Dawn Bell
- 9. Membership – Christina Rocha
- 10. Naming – Sheri Hill
- 11. Parking and Transportation Advisory Board – Grace Aranda
- 12. Reclassification – Charlotte Honeycutt
- 13. Staff Appreciation – Connie Lorenz
- 14. Tri-University Planning Committee – Sherry Jameson
- 15. University Hearing Board – Richard Salazar
- 16. UA Retiree Association - Representative

