

SBS Staff Advisory Council Meeting
November 2nd, 2005

MEMBERS PRESENT: Christine Bracamonte-Wiggs ((SIROW), Elizabeth Cordova (Geography & Reg. Devel.), Lupita Cruz (SW Studies Ctr.), Jeanne Davenport (Judaic Studies), Nova Hinrichs (Cognitive Sci.), Debbie Jackson (Philosophy), Molly Holleran (Women's Studies), Sandra Kimball (Late Medieval & Reformation Studies), Cynthia Malbrough (History), Young-Gie Min (SBS Research Inst.), Polly Mitchell (School of Info. Research & Library Sci.), Pat Rhyner (Political Sci.), Marie Roberts (SBS Tech), April Thompson (Journalism), Armando Vargas (BARA), Carey Willits (Communication), Marian Wiseley (Linguistics).

MEMBERS NOT PRESENT: Dirk Harris (Anthro), Phil Nopper (Cmes), Kimberley Young (Mexican Amer. Studies), Linda Edwards (Psychology), Debbie Petrich (Sociology).

I. WELCOME AND CALL TO ORDER – CAREY WILLITS

II. SAC ATTENDANCE – CYNTHIA MALBROUGH

- The results of the survey asking for input on SAC meetings days and times showed no real preference.
- Members decided to keep the SAC meetings to the first Wednesdays of every month, from 9am to 10am.

III. RETREAT COMMITTEE UPDATE – CHRISTINE BRACAMONTE WIGGS

- Christine reported that the retreat committee had a good first meeting and shared some possible venues for the retreat.
- The retreat is tentatively scheduled for March, during spring break.
- One of the possibilities was a day in the park, luau theme
- One member mentioned contacting the Campus Recreation Department for the use of its Challenge Program facility.
- Another member stated that Residence Life offers conference services and it should be contacted for a possible venue and, or, advise.
- Jennifer Columbus stated that she still had contact information from last year's retreat.
- One member expressed concern over an outside event, due to the possibility of rain or poor weather.
- Christine stated that tents could be used as a back up in the event of rain.
- One member stated that the Sheraton 4 Points has a conference area and its rates are reasonable in comparison to the Marriott.
- Christine mentioned that another option was to have the event in the Student Union, and then move activities to the UA Mall.
- Many members were not interested in the Student Union or the Mall for a retreat.
- The next retreat meeting is Tuesday, November 8th at 9:00am in the Women's Studies Conference Room, Communication 108.
- An email will be sent asking SBS staff members what preference they have for the venue.

SAC WEBSITE MAINTENANCE AND POSTINGS – BETH MARLATT

- Members discussed with Beth Marlatt the possibility of expanding the SBS-SAC website.
- Beth stated she would appreciate someone taking over the website as she has been the webmaster for a few years.
- Jeanne Davenport offered to be webmaster for the SAC website.
- Departments are to send Jeanne their staff biographies.

VII. DEPARTMENTAL SPOTLIGHTS – CAREY WILLITS

- Anthropology and BARA have completed their departmental biographies and these will be sent to Jeanne Davenport.
- Clarification was made that there is a link on the SBS to the SAC website (under “staff resources”).
- Cognitive Science and Communication will be the next departments highlighted.
- All departments were asked to work on their biographies and send them to Jeanne.
- Nova Hinricks discussed book awards.
- Nova stated that typically there is \$1,000 for the awards and the call for applicants will be after January 1st.
- Carey Willits mentioned meeting with Dean Donnerstein to decide next year’s SAC budget.

VIII. ROUTE SIGN-UP SHEET FOR SNACKS

- A snack sign-up sheet was passed around.
- Two people were to sign-up for one snack day, so there would be a back up person.
- Jeanne Davenport and Marie Roberts are signed up the December snack.

IX. CALL FOR AGENDA ITEMS FOR NEXT MEETING (DECEMBER 7TH, 2005)