

SBS Staff Advisory Council Meeting

March 5, 2008

MEMBERS PRESENT: Debbie Clelland (Anthropology), Jennifer Columbus (Linguistics), Lupita Cruz (Southwest Studies), Jeanne Davenport (Judaic Studies), Margaret Dugan (Near Eastern Studies), Tom Gelson (Mexican American Studies), Michael Greeley (Political Science), Nova Hinrichs (Cognitive Science), Molly Holleran (Women's Studies), Heidi Hopkins (Journalism), Debbie Jackson (Philosophy), Nancy Kelly (Communication), Sandra Kimball (Late Medieval/ Reformation), Cynthia Malbrough (History), Linda L. Shaird (SIROW).

MEMBERS NOT PRESENT: CMES representative, Elizabeth Cordova (Geography/Regional Development), Kelly Huff (SBSRI), LAAC representative, Jennifer Rascon (SBS Development), Marie Roberts (SBS Administration), SIRLS representative, Sociology representative, Becky Tsang (Psychology), Armando Vargas (BARA).

I. Welcome and Call to Order—Co-Chairs

Opening announcements:

- Co-chair Cynthia Malbrough asked if anyone wanted to join her Susan G. Komen Breast Cancer Awareness Race for the Cure team; she will send the link around to the listserv in case anyone wants to join.
- A sum of \$429 was collected for SBS-SAC through the UA Cares program and thank you letters must now be sent. Jennifer Rascon is looking into that.
- Co-chair Jennifer Columbus updated the committee on the Dean's review: it is almost done and will go to the Provost before spring break. She thought the committee members worked well together and were successful in being impartial.
- Jennifer reminded the committee to nominate their staff/units for SBS Staff Excellence Awards. There is a new category this year, the department award (formerly the team award). Nominations are accepted from faculty, staff, graduate students and community leaders and are due March 28.

II. Book Awards Update—Nova Hinrichs

- Nova Hinrichs will get the Book Award application form to Molly Holleran today for placement on the website. An announcement of the opportunity will go out this week to all staff. Review of applications will begin April 1, and the winners will be announced during the SBS-SAC Spring Workshop on April 23.

III. Retreat/Workshop Update—Jennifer Columbus, Cynthia Malbrough, Linda Shaird, April Thompson

- A handout went around with the draft program for the SBS-SAC Spring Workshop being held Wednesday, April 23, 8-11:30am, at the Four Points Sheraton. (Free parking will be available in the hotel garage to the east.)
- The committee decided to retain the theme from last year which is: Refresh Recharge Renew.
- The half-day of events planned will be immediately followed by the Dean's Staff Appreciation Luncheon.
- Linda Shaird passed around handouts briefing the committee on the chosen morning speaker, John E. Boulet, MD, FACC, on "What is Metabolic Syndrome?" Dr. Boulet educates the public about the risks of heart disease and how to prevent it.
- Jennifer described the topic chosen by afternoon speaker, Professor Ed Wright, Judaic Studies: it will be an inspirational lecture entitled "Ultimate Renewal: Images of Heaven and the Lives They Inspire."
- SBS-SAC will still have enough funds to hold another half-day workshop in the fall.
- Supplies are needed for this workshop: notepads, pencils, any sort of giveaway items left over from past events. If someone has items to donate from their unit, please contact one of the committee members listed above.
- Volunteers are still needed on the retreat/workshop committee, either in preparation for the event or the day of. Jeanne Davenport and Nancy Kelly volunteered to help the day of the event. Tom Gelsinon volunteered to make the programs.
- Save-the-Date cards with event info will be going out soon. Use of an electronic RSVP procedure and post-event survey, as last year, is being looked into.

IV. Co-Chair Nominations

- Invitation to all staff: please think about becoming a Co-Chair of the SBS-SAC Committee. Nominations will be taken at the April meeting.

V. Brown Bag Series Follow-up—Jennifer Columbus

- The next SBS-SAC Brown Bag Lecture is scheduled for Wednesday, March 19, at noon in University Services 214: "Joining a Voluntary Retirement Plan," with speaker, John McPherson.
- Please post flyers that will be emailed in high-traffic areas of your departments. The invitation to staff will go out campus-wide.
- Nancy will order some cookies as an additional light refreshment.

VI. Miscellaneous

- Tom Gelsinon mentioned that open enrollment for Group Long-Term Care Insurance is going on right now through March 26. More information about this benefit can be found on the Human Resources website at http://www.hr.arizona.edu/04_cb/ltc/

VII. Agenda Items for Next Meeting

- Please send any agenda items for the next meeting, **April 2**, to either Jennifer Columbus or Cynthia Malbrough as Co-Chairs.