**STAFF ADVISORY COUNCIL\nMINUTES\nOctober 14, 2015\n11:30am to 1:00pm\nGarden Room – Colorado Women’s College**

<table>
<thead>
<tr>
<th>Name</th>
<th>Department/Position</th>
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<tbody>
<tr>
<td>Ahmad, Deana</td>
<td>Josef Korbel School of International Studies</td>
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<tr>
<td>Aliaga, Kathy</td>
<td>Facilities Planning and Management</td>
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<tr>
<td>Anderson, Lindsay</td>
<td>Graduate School of Professional Psychology</td>
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<tr>
<td>Arnold, Marlene</td>
<td>Internationalization</td>
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<tr>
<td>Belstock, Sarah</td>
<td>Student Life/HCC</td>
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<tr>
<td>Bigley, Nichole</td>
<td>Women’s College (elected)</td>
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<tr>
<td>Blagg, Garrett</td>
<td>University Libraries</td>
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<tr>
<td>Bokenkamp, Gloria</td>
<td>Daniels College of Business</td>
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<tr>
<td>Brown, Mary Sue</td>
<td>UTS</td>
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<tr>
<td>Buckley, Jon</td>
<td>Engineering and Computer Science (elected)</td>
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<td>Carver, Mary</td>
<td>UTS</td>
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<tr>
<td>Colburn, Renee</td>
<td>Campus Safety</td>
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<tr>
<td>Dietrich, Erin</td>
<td>AHSS/Social Sciences</td>
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<tr>
<td>Escobar, Karen</td>
<td>Natural Sciences and Math (NSM)</td>
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<tr>
<td>Feldman, Amy</td>
<td>University College (elected, co-rep)</td>
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<tr>
<td>Field, Angel</td>
<td>Athletics &amp; Recreation (elected)</td>
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<tr>
<td>Field, Angel</td>
<td>Athletics &amp; Recreation (elected)</td>
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<td>Giesen, Greg</td>
<td>HR</td>
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<td>Glasgow, Greg</td>
<td>MarComm</td>
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<td>Grimm, Kendra</td>
<td>Josef Korbel School of International Studies</td>
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<td>Hefty, Tina</td>
<td>University Libraries</td>
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<td>Hernandez, Theresa</td>
<td>University Libraries</td>
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<tr>
<td>Hill, Amy</td>
<td>Morgridge College of Education</td>
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<td>Hill, Kymbella</td>
<td>Business Services</td>
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<tr>
<td>Ingarfield, Lisa</td>
<td>Graduate School of Social Work</td>
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<tr>
<td>Jackson, Cheryl</td>
<td>Center for Teaching and Learning</td>
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</tbody>
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## Call Meeting to Order – 11:40 AM

### I. Announcement of new VP, Joseph Ryan

### II. Abrasive Conduct Committee
   a. If you are interested, please let Theresa know
   b. Time commitment TBD

### III. Departmental updates – starting next month 1-2 departments will be allowed to talk about changes/new events occurring in their area
   a. Registrar:
      i. advising for winter 2016 term
   b. AHSS:
      i. Guys and Dolls discount tickets available
   c. HR:
      i. Performance review coming to an end in late October/early November
ii. If your supervisor does not approve your performance review, the employee will receive a zero in the merit system

iii. The supervisor for the majority of the year will be required to complete the performance review evaluation

iv. Leadership Academy application deadline is 11/4. More information will be available on the website

d. Fisher:
   i. Now accepting applications for the 16-17 year

e. MARCOM:
   i. Impact 2025 plan review. For more information contact MARCOM

f. Athletics:
   i. FanJam 10/14 – free to all!
   ii. Women’s Lacrosse meet on Friday 10/16
   iii. Men’s Lacrosse meet & Swim meet on Saturday, 10/17

g. GSPP:
   i. 11/9 Panel discussion at 5pm
   ii. New masters in Sports Coaching

h. Campus Safety:
   i. New task force for feedback will meet once per quarter starting 10/27

i. DCB:
   i. Final interviews for the Director of Advancement

j. Advancement:
   i. This weekend is parents weekend/Homecoming
   ii. In the middle of 6 new position interviews

k. UTS:
   i. Banner/Pioneerweb/ibanner etc will be down for maintenance starting Sunday 10/18 midnight-6am
ii. More information at support.du.edu

l. OTL:
   i. 2 new staff members
   ii. Ben Johnson is the new Canvas Support guru

m. Center for Statistics/Visualization
   i. 11/9 meeting for more information on this department at 11a-2p

n. Facilities:
   i. New tags/registrations will be available for University vehicles in November

IV. Upcoming events
a. DU impact 2025 meeting 10/15 with Chancellor Chopp and Provost Kvistad
b. Half the Sky Fair this Saturday at the Chambers Center
c. This weekend is Homecoming weekend
d. We may have a session during Professional Development Week on Friday February 19th with Ed Tate for SAC only. See edtate.com for more information
e. Childcare survey will be sent out on Friday, 10/16

V. Committees
a. Executive committee
b. Standing committee
   i. Outreach committee
   ii. Staff Awards

c. Collaboration/Community Committee
   i. Coat drive
   ii. Employee appreciation
   iii. Childcare task force
   iv. Springfest
   v. 5K
d. Event volunteers do NOT have to be a member of SAC

e. Idea: first meeting of the year, have co-chairs for each committee talk to interested SAC members

VI. By-laws

a. Name and Purpose
   i. Who do we represent? (staff, student employees, hourly, etc)

b. Membership
   i. What is the purpose of the 6 months of employment?
   ii. Are you required to be a full-time employee?
   iii. Is the supervisor permission required?
   iv. Should we create sub-committee to determine these questions?

c. Send updates on by-laws to Joseph.ryan@du.edu

Meeting adjourned at 1:02 pm

Next Meeting:
November 11, 2015
11:30am to 1:00pm
Location: Anderson Academic Commons