Minutes for College of Science Staff Advisory Council
Meeting Minutes
Tuesday, November 8, 2016 12:00pm – 1:00pm, GS 1027

Call to Order
The CoSSAC monthly meeting was called to order at 12:04pm by Chair, Michelle Garcia.

Attendees
Voting members in attendance: Sylvia Anderson (Math), Amy Brenton (Pysics/LPL), Rosie Fernety (CSc), Michelle Garcia (Geos), Peggy Humbert (Chem & Bio-Chem), Matt Jones (Phys), Denise Minopoli (SLHS), Lupe Romero (Atmo/HW), Stephen Smith (Lab Tree-Ring Rsch).

Guest: Frankie Kolb (Office of the Dean).

Regrets: Shelley Bernstein (Psy), Treva Dickerson (Astr/Steward Obs), Pennie Rabago (Ecol), Becca Van Sickler (NROS), Patricia Waters (MCB).

Approval of Minutes
A motion to approve the minutes of the meeting on October 11, 2016 was made by Sylvia Anderson (Math) and seconded by Stephen Smith (Lab Tree-Ring Rsch). Passed unanimously.

Update/Announcements
- COS Workplace Climate Committee
  ➢ CoSSAC representatives sent in suggestions for departmental nominees. Names were submitted to Dean.

- Campus Pantry Holiday Food Drive
  ➢ 2016: Collected 7 boxes of food and $140 cash.
  ➢ 2017: Consider different date for drive; join collection forces with other campus organizations; highlight a COS department and help with their fundraising efforts; “ticket” future CoSSAC events by requesting canned food donations.

- New volunteer opportunities
  ➢ Frankie Kolb proposed that CoSSAC help with Dean’s lecture series on Monday nights, 7-8pm. Need 5-6 volunteers.

- Subcommittee reports
  ➢ Star Awards Presentations
    o Discussion regarding number of awards per round. Will award 4 nominees for November.
    o Discussion regarding nominations criteria, rating system, and modifications to future Star nomination letter.
  ➢ Professional Development Grants Applications
    o Continued conversation regarding separation of APAC and classified staff nominees, pending a future discussion with the Dean. Nominations are due to Pennie on November 15.
  ➢ Staff Appreciation Lunch
    o Discussion regarding incorporating Copernicus Award winner into luncheon agenda.
Discussion regarding highlighting a COS department per year at the luncheon.
Discussion regarding look-alike contest and best way to tally votes, pre-event or during event.
Raffle Prizes – Google form and Google sheet shared with CoSSAC members listing prizes collected and/or new businesses to be contacted. First letter requesting donations to be sent by end of year.

**Next CoSSAC meeting: Tuesday, December 13, 2016**

- Meeting will be dedicated to discussion regarding Staff Appreciation Lunch.

Meeting was adjourned by Michelle Garcia at 1:05pm

Minutes respectfully submitted by Rosie Fernety, Secretary.