ARTS STAFF ADVISORY COMMITTEE

Monday March 20, 2017
1:00pm, PAS 2438

Present: Bonnie Bishop, Rita Cherkewski, Emma Courlander, Marina Ivanova, Kathryn MacDonald, Stacy Reda, Victoria Salim, Jameson Schildroth, Sharon Secord, Julie Thomson

Guest: Emanuel Carvalho

Absent: Janice DaSilva, Doug Peers, Maureen Stafford, Stephanie Bromley (on Secondment)

Notes

1. Dean’s Report and Q & A
   - Presented by Emanuel.
   - Applications are doing well. UW is down 1% overall, but Arts is up 9%
     - Honours ARBUS Coop – down 3% (but we have been increasing the targets)
     - Regular ARBUS – up 15%
     - AFM – up 18%
     - GBDA – up 17%
     - Honours Arts – up 26%
   - If our conversion rates (offer to acceptance) are similar to the past, we will meet or exceed our targets
   - Acceptances are due in early June
   - March Break Open House – much nicer to be together in the Hagey Hub, lots of activity, and the numbers were good.
   - We have more interest from OSS/Non-OSS and International students.

2. UWSA-Area Reps report (Stacy)
   - Meeting discussed Staff Job Compensation Review
   - Looking at 150 UW jobs from USG 2 – 17, both internal and external
   - Expect to see results in September or October
   - Also discussed Staff Excellence Award – looking to propose an award system that highlights an excellent staff member.
   - A representative from Homewood Health described what they offer. They are the preferred provider for UW Mental Health Services. Can be accessed through homeweb.ca – can login to obtain information on lifestyle, health tips, career counselling, parenting, stress management, etc.
   - Can select a package of information to be sent to you, or can take one of 20 e-learning courses, such as “Respect in the workplace”.
   - One-on-one appointments are available. Call the number 24-7 to be assessed, and if required, you will be referred to a counsellor
3. Learning and Development Committee (Emma)
   - Held “Managing Difficult Conversations” workshop. We had 15 people attend. Have received anecdotal feedback that people enjoyed the class – combination of lecture and hands-on case studies that were discussed as a class.
   - CMAHRO announced a new certificate that will be available this coming fall. If interest is high, we could consider a second workshop.
   - Committee has contacted Dave Logan, Counselling Services, to hold a QPR (Question, Persuade, Refer) – Suicide Awareness session. The session will be held on Tuesday May 9th 9:45-11:00am in HH 373. Will set up an RSVP process for all to attend, and will book a larger room if required. Faculty will also be invited.

4. Community Outreach and Social Committee (Sharon)
   - Coffee Break is tentatively set for Thursday April 20, 2:00-3:00pm in the Gallery of the Theatre of the Arts, Second Floor of ML. We will not be collecting for the foodbank this time.
   - Concern expressed regarding food services closures since this is a slow period when students are not on campus.
   - The Fall term Coffee Break is tentatively set for week of October 16 – 20th.
   - Offered suggestions for outreach by getting involved in some existing events – United Way – Day of Caring (early June) and Sustainability Spring Garbage Clean Up on April 21. Would like to see a strong presence from Arts. On-going is the Caring Quilts foundation which provides quilts to students who attend Counselling Services.
   - Checking into the possibility of Tech Savvy Lunch hours where we can receive training on Twitter, Tumblr, Instagram, Snapchat, etc.
   - Posed the question “how can we support international students?”.

5. Communications (Rita)
   - Rita, Stacy and Julie met and reviewed survey results.
   - Picked out three points and would like to focus on one event each month that could be sent out with the email communication piece that Marina will send out.
   - The three topics were Health and Wellness, Social Activities and Professional Development.
   - Survey suggested that people want something more, but did not suggest what that would be. There is also evidence that staff are not participating in the events that are being planned as much as they should be.
   - Suggestions included sending out save the date notifications, remind staff what we have been doing, encourage people to attend Staff Conference. If
anyone feels that they cannot attend, please refer the person to talk to Kathryn.

6. Other business arising
   • Can events from the Staff Conference be web-casted? We have the technology, since it is used for convocation quite successfully.
   • Yoga Classes – we have received funding for another year. The Spring term classes will be Tuesdays starting in May. Thank you Marina!

Next Meeting – Monday April 17 at 1:00 p.m. PAS 2438