SECTION 1. NAME
The name of this organization shall be the AHSC Staff Advisory Committee (AHSC-SAC).

SECTION 2. MISSION STATEMENT
- To foster shared governance, and development of AHSC classified staff related policies—such as aiding in the orientation process for new employees via web site information and mentoring possibilities;
- To foster development, and education through AHSC activities and events;
- To encourage participation and communication for a positive working environment;
- To act as a creative force to address classified staff issues and present to the AHSC Vice President’s Council.

SECTION 3. MEMBERSHIP
Members and Terms—The Colleges of Medicine, Nursing, Pharmacy, and Public Health, and the Arizona Health Science Center determine representation on this committee with terms being set at two years. In most cases, the president and immediate past president of the staff advisory committees within the Arizona Health Sciences Center comprises the membership.

Vacancy or Termination—Each unit represented within the AHSC campus will determine their representative.

SECTION 4. RESPONSIBILITIES
- Act as liaison to VP for AHSC on affairs affecting morale and staff productivity
- Report committee actions as needed to VP for AHSC
- Awards and Recognition
- Professional Development
- Community & Education Service
- Aid Human Resources with "New Employee" Orientation at AHSC
- Submit fiscal draft budget to AHSC VP for AHSC-SAC related activities

SECTION 5. MEETINGS
Quorum—A quorum is established when there is 51% representation at the meeting.

Meeting Schedule—Shall meet during the second full week of every month (May be changed at any time based on the availability of current committee members.)

SECTION 6. SUB-COMMITTEES
(A concerted effort will be made to encourage diverse representation from various areas of the AHSC campus.)
- Classified Staff Employee of the Month Award
- Annual Staff Awards
- Dedicated Service Award (formally Georgia Reynolds Award)
- Professional Development Day
- New Staff Orientation
- Kids @ AHSC Day
- Special Projects (community service and networking activities)