



# September 2007 HSC Communication Update

## *HSC Management Group*

### Basement "Storage Area" will be Cleaned Out!

Beginning the week of October 15, the basement storage area (next to Physician Assistant Lab) will be cleaned out. If you or your department has placed anything in this storage area which is still of value, please make accommodations to have it moved **prior to Monday, October 15**. Once the deadline arrives, items will be disposed of in the most appropriate manner (surplus, etc.). If you have any questions, please contact Joanne Sandvick at [sandvick.joan@uwlax.edu](mailto:sandvick.joan@uwlax.edu).

### Technology Equipment Replacement Plan

The HSC Management Group has asked the IT/AV Team to develop an annual plan to update shared technology equipment that is becoming outdated and/or worn out. A proposal will be brought forward to the HSC Management Group during their November 8 meeting.

### Bicycle Reminder

Bicycles are not allowed in the building whether you are a student or an employee.

### Organizational Chart

Attached is an updated organizational chart for the governance of the HSC.

### Consortium Work Plan

Attached is a copy of the 2007-2008 work-plan for the Consortium. This provides an overview of the goals the "Consortium office" will be focused on this year.

## *Academic Team*

### Latex Policy

A friendly reminder to follow the latex policy as you order supplies throughout the year. Please take a moment to refresh your memory with this policy. (Attached)

### **Academic Team continued**

#### **“Old Business from Last Year”**

A few items were discussed in great length last year, but never finalized and approved. Therefore, the following items will be on the agenda for final approval at the October Academic Team meeting: (1) 4<sup>th</sup> Floor Office Policy, (2) Decision-Making Procedures for the Academic Team, and (3) HSC Recognition Plaque Policy.

### **Operation Team**

#### **HSC Parking Lot**

An ad-hoc committee was formed to address concerns with the HSC parking lot and will be meeting prior to the next Operation Team meeting.

#### **Restroom Faucets Update**

An ongoing issue with restroom faucets has been the inconsistency of the sensors for the faucets to turn on. Unfortunately, parts are no longer available to replace this brand of faucet. An estimate of approximately \$500 was given to replace each individual faucet. Joanne will forward this information to the HSC Management Group for review and consideration as they begin to prepare for next year's budget. For the time being, the inconvenience will need to remain.

### **IT/AV Team**

No meeting in September