

**Staff Assembly Council Meeting Notes  
April 8, 2010**

**SA Representatives:**

Chair	Deborah McWilliams	present
Vice Chair	Stephanie-Jean Hinojosa	present
Immediate Past Chair	Sherry Main	present
Finance	Megan Vu	present
Finance Chair-Elect	open	absent
Council Communications	Stephanie Fix	present
CUCSA (Sr.)	Andrea Wiley	present
CUCSA (Jr.)	Jan Serrantino	absent

**Standing Committee Representatives:**

Web Communications	Ingrid Fahr	present
Scholarship	Monica Prentice	absent
Staff Appreciation	Mike Puritz	present
Education and Enrichment	Monica Prentice	absent
	Zen Yieh	absent
Special Projects	Jeri Frederick	absent
	Sandra Longnecker	present
Marketing	Stephanie Fix	present

**Other Attendees:** Deborah Perkins

**Statement of Subject - Call to Order**

Main Points – The meeting was called to order by McWilliams at 12:00 p.m.

**Statement of Subject - Approval of Minutes**

Main Points – The minutes from Thursday, March 11<sup>th</sup> were approved by Main and seconded by Hinojosa.

**Statement of Subject – Report on meeting with Chancellor/EVCP/AEVC**

Main Points – McWilliams and team met with Michael Arias, Associate Executive Vice Chancellor. The following topics were discussed:

- Staff Service Awards
- Website issues
- Excellence in Leadership Awards
- Staff Appreciation Events
- Budget for next year. Staff Assembly is requesting \$30,000 for the Staff Service Awards and \$50,000 for our Operating Budget.
- Concern was expressed that the recent Post Employment Benefit Forum was not a joint faculty-staff review session. McWilliams has asked Wiley to follow-up with the CUCSA team and the Staff Advisors to the Regents regarding any validity to comments circulating that there might eventually be a split in Post Retirement Benefits among faculty and staff groups.

### **Statement of Subject – Vice Chair’s Report**

Main Points – Hinojosa reported that the Call for Nominations will go out early next week. Nominations will be open for 3 weeks.

### **Statements of Subject – CUCSA**

Main Points – Wiley reported on the following:

- UC Davis is developing a shared service model where employees can receive cross-training and mentorship. Wiley will get more information on this program.
- CUCSA workgroups will provide reports following the June meeting.
- The Staff Morale workgroup is currently working on first draft of their report to present at the next Regents meeting.
- A recommendation was made to provide a Stress Management course through the Staff Assembly Education & Enrichment Committee. Information will be sent to Prentice for follow-up.

### **Statements of Subject – Finance**

Main Points – Vu gave an overview on the status of the Staff Assembly Budget.

### **Statements of Subject – Staff Appreciation**

Main Points – Puritz discussed the following:

- Pancake Breakfast – 617 staff members attended the event. For next year, the committee will ask the Chancellor for 30 minutes of administrative release time in order for more staff to attend this event.
- UCI’s Got Talent – Auditions will be held at the Medical Center on med center auditions on Tuesday, May 25<sup>th</sup>. Main campus auditions are still to be determined.
- The Duck’s game will take place on Sunday, April 11<sup>th</sup>
- Angel’s games will take place on Thursday, April 22<sup>nd</sup> and Sunday, August 1<sup>st</sup>
- UCI Baseball vs. UCLA will take place on Tuesday, May 11<sup>th</sup>
- Arts Nights – There will be a total of 50 free tickets available for Spring including: Symphony, Jazz and Wild Party Play
- The Staff Picnic is tentatively scheduled for Thursday, August 19<sup>th</sup>
- Puritz is still working on organizing the Chancellor Bike Ride.

### **Statement of Subject – Marketing**

Main Points –Fix reported the following:

- Zotmails/UCI brief listings were sent out for:
  - Reminder: Pancake Breakfast
  - Duck’s Game
  - Meals with Mike – April
  - Angels Game
  - Chancellor Forum
- Upcoming zotmails/UCI brief listings to be sent out include:
  - Reminder: Angels Game
  - Elections
  - Reminder: Excellence in Leadership Awards
  - UCI Baseball

- Meals with Mike – May
- UCI's Got Talent

### **Statement of Subject – Web Communications**

Main Points – Fahr discussed concerns with the OIT reorganization and the impact it will have on updating the Staff Assembly website. Please send information for the web site to Fahr at [ifahr@uci.edu](mailto:ifahr@uci.edu).

### **Statements of Subject – Scholarship**

Main Points – Prentice reported via email that the Scholarships committee has awarded 5 scholarships to date. The remainder will be awarded in June.

### **Statements of Subject – Education and Enrichment**

Main Points – no report

### **Statements of Subject – Special Projects**

Main Points – Longnecker reported the following:

- Meals with Mike – 6 people attended the March event, 2 were from the Medical Center
  - Yieh will host next event on Thursday, April 15<sup>th</sup>
  - Puritz will host event on Thursday, June 17<sup>th</sup>
- The Chancellor Forum will take place on Friday, April 9<sup>th</sup> at the University Club McCulloch Library
- The Wellness & Safety Fair will take place on Wednesday, May 19<sup>th</sup>

### **Statement of Subject – Staff Service Awards**

Main Points – Main will be sending out invites on Monday, May 3<sup>rd</sup>.

The meeting was adjourned at 1:05 p.m.

***The next Staff Assembly Council meeting will be held on Thursday, May 13<sup>th</sup> from 12:00 p.m. to 2:00 p.m. in Aldrich 107.***