Staff Assembly Council Meeting Notes  
April 9, 2009

SA Representatives:
Chair                     Sherry Main            present
Vice Chair               Nadine Fishel          absent
Immediate Past Chair     Mike Puritz            present
Finance                  Deborah McWilliams    present
Council Communications   Stephanie Porter       present
CUCSA (Sr.)              Stephanie-Jean Hinojosa present
CUCSA (Jr.)              Andrea Denish          present

Standing Committee Representatives:
Web Communications       Ingrid Fahr            present
Scholarship              Zen Yieh               absent
Staff Appreciation       Mike Puritz            present
Education and Enrichment Monica Prentice    present
Special Projects         Jeri Frederick         absent
                          Sandra Longnecker   absent
Marketing                Mary Lou Ledgerwood    present
Staff Advocacy           Kathy Eiler            absent
Quarter Century Club     Janis Wallace          present

Guests: Jan Serrantino, Megan Vu, Heather Wuebker, Ann Detsch, Noriko Low

Statement of Subject - Call to Order
Main Points – Meeting was called to order by Main at 12:07 p.m.

Statement of Subject - Approval of Minutes
Main Points – Minutes from Thursday, March 12th were approved by Ledgerwood and seconded by Puritz.

Statement of Subject – Bylaw Vote
Main Points –
  • McWilliams made a motion to approve the changes to the Bylaws. It was seconded by Denish. The motion passed with a unanimous “Yes” vote of 15 people. The changes will be implemented as of Wednesday, July 1st.
Statement of Subject - Staff Advisor to the Regents Visit

- Staff Assembly is co-hosting a breakfast with the Chancellor’s Office at the University Club on Tuesday, April 28th. The purpose is to give staff under 5 years a chance to hear about involvement/growth opportunities at UCI. As well, the Staff Advisors can take feedback back to the Regents.
- The Lunchtime Forum for all staff has been scheduled for 12:00-1:00 p.m. on Tuesday, April 28th. The Council suggested topics for discussion including budget issues from a staff perspective. Main asked Council members to email additional suggested topics within the next week.

Statement of Subject - Staff Service Awards Program Update

- The awards ceremony will take place on Wednesday, June 17th from 9:00-11:00 a.m. Assistance from Council members is requested.
- The Quarter Century Club Luncheon will be held at Chancellor’s house on Wednesday, June 17th.

Statements of Subject – CUCSA

Main Points –

- UC Berkeley has a page of links on their website of existing discounts for UC employees. Hinojosa recommended contacting CUCSA counterparts at other campuses to get more information. Other ideas include contacting UC Items and UCI Wellness and Safety for information on discounts. The Council will discuss further at our next meeting.
- The next CUCSA meeting will be at UC Berkeley in June. President Yudof will speak and there will be a fundraising dinner for CUCSA.

Statements of Subject – Finance

Main Points –

- McWilliams gave an overview on the status of the Staff Assembly Budget. We are operating within our budget for this year.
- Excellence in Leadership Awards – Funding for this program will be carried forward for next year.
Statements of Subject – Staff Appreciation
Main Points – Puritz discussed the following events:

• 662 people attended the Pancake Breakfast on Tuesday, March 17th at the University Club. For next year, we will place signage at the park entrance to the University Club directing staff to the front of the building to pick up their raffle tickets.

• Men’s Volleyball on Wednesday, April 8th at the Bren Events Center.

• Staff UC Idol Auditions will take place on Tuesday, June 16th at UCI Medical Center and on Thursday, June 18th on campus.

• Staff Picnic - We are soliciting ideas for the picnic theme. Submissions can be made via the Zoomerang link.

• Staff Assembly Angels Baseball Night will take place on Thursday, April 23rd. Tickets cost $5.00 and all proceeds will be donated to the Staff Assembly Scholarship Fund.

• Men’s Baseball game on Saturday, May 2nd.

• Kayaking dates have been set for Tuesday, May 12th, Wednesday, June 10th and Thursday, July 23rd. Cost is to be determined.

• The Arts Night Concert Event will take place on Friday, June 5th.

• An additional Angels game will take place on Saturday, July 25th. Puritz is still negotiating pricing.

Statement of Subject – Marketing
Main Points – A zotmail for the Chancellor’s Forum will be sent out on Monday, April 13th. Please send all information to Ledgerwood at mledgerw@uci.edu.

Statement of Subject – Web Communications
Main Points – Fahr discussed the following:

• Website Hit Reports – Fahr will send reports to committee chairs for review.

• Events Flyer - A flyer promoting upcoming events will be created for distribution at the Chancellor’s Forum event.

• Implementation of “Did You Know” Question Box on website – staff will answer questions asked by the Council and will receive giveaways for responses.

• “Water Cooler” Tool – An area for staff feedback will be created on the website. Information will be shared with the EVCP and the Chancellor.

Statements of Subject – Scholarship
Main Points – Prentice reported that we are in the final stages of processing the applications. This should be completed in June. Prentice is also forming a sub-committee to meet at the beginning of the new fiscal year to rewrite the scholarship guidelines.

Statements of Subject – Education and Enrichment
Main Points – Prentice is waiting for confirmation from the Master Gardeners of Orange County. The event is tentatively scheduled for Wednesday, May 6th.

Statements of Subject – Staff Ambassadors - No report
Statements of Subject – Special Projects - No Report
- The Chancellor’s Forum will take place on Friday, April 17th, from 12:00-1:00 p.m. in the UCI Student Center— Newport Beach Room C.
- We need to secure the list of volunteers to host Meals with Mike from Frederick.

Statement of Subject – Quarter Century Club
Main Points – Janis Wallace has volunteered to be the new committee representative. She is looking for ideas from the Council.

Statement of Subject – As Offered
Main Points -
- Noriko Low – has volunteered to be floater on any of the committees that need assistance. She has expertise with creating flyers.
- Raid Farad from OEOD has requested assistance with co-promoting an event on Tuesday, May 12th. The Mayor of Irvine will speak on diversity issues. Puritz will speak to Eiler regarding.

The next Staff Assembly Council meeting will be held on Thursday, May 14th, from 12:00-2:00 p.m. Location is to be determined.