Staff Assembly Council Meeting Notes
December 10, 2009

SA Representatives:
Chair
Deborah McWilliams present
Vice Chair
Stephanie-Jean Hinojosa present
Immediate Past Chair
Sherry Main absent
Finance
Megan Vu present
Finance Chair-Elect
Bill Ryan present
Council Communications
Stephanie Porter present
CUCSA (Sr.)
Andrea Wiley absent
CUCSA (Jr.)
Jan Serrantino present

Standing Committee Representatives:
Web Communications
Ingrid Fahr present
Scholarship
Monica Prentice present
Staff Appreciation
Mike Puritz present
Education and Enrichment
Monica Prentice present
Zen Yieh present
Special Projects
Jeri Frederick absent
Sandra Longnecker absent
Marketing
Stephanie Porter present
Quarter Century Club
Bernadette Strobel-Lopez absent

Other Attendees: Kathy Eiler, Director of Advocacy and Government Relations

Statement of Subject - Call to Order
Main Points – The meeting was called to order by McWilliams at 12:03 p.m.

Statement of Subject - Approval of Minutes
Main Points – The minutes from Thursday, November 12th were approved by Ryan and seconded by Puritz.

Statement of Subject – Report on meeting with EVCP/AEVC
Main Points – McWilliams reported on executive meetings with Chancellor and EVCP/AEVC. The following updates were given:

- Helping Hands
- Healthy to 100 and Beyond
- Staff Appreciation
- CUCSA Survey on Staff Morale
- Scholarships
- Excellence in Leadership Awards

In follow-up to the meeting with the AEVC today, McWilliams also reported that Vice Chancellor Meredith Michaels from the Planning and Budget office has been invited to attend a Staff Assembly Council meeting in either February or March to speak about the
UC and state budget process. There is also a possibility of Student Regent Jesse Bernal attending the January meeting.

**Statement of Subject - Vice-Chair’s Report**

Main Points - Hinojosa discussed the Excellence in Leadership Awards program. Awards will be presented at the Staff Service awards in May. Please email Hinojosa at shinojos@uci.edu if you would like to volunteer for the committee to review the nominations. Budget for this program is $5,000. The Council agreed to discontinue the group lunch at the University Club for the winners but will continue the stipend and award. Three winners will be chosen as recipients with a possibility of one additional award recipient if someone is deserving of it.

**Statements of Subject – Special Topics**

Main Points – Kathy Eiler from the office of Advocacy and Government Relations gave an overview of the current budget situation. She would like the Council to look at ways in which we can engage staff in the process of having our voices heard with legislators. Her office can assist with planning a letter writing campaign. She will work with Fahr to post advocacy information on the Staff Assembly website.

**Statements of Subject – CUCSA**

Main Points – Serrantino discussed the Staff Morale Survey

**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:
- Men’s Basketball on Wednesday, February 10th
- The Pancake Breakfast will take place on Wednesday, March 17th from 6:30 a.m. to 9:00 a.m. at the University Club.

**Statement of Subject – Marketing**

Main Points – Porter reported the following:
- Zotmails/UCI brief listings were sent out for:
  - CACSS Staff Diversity
  - Post Employee Benefits
  - Medical Center Volunteers
  - Scholarships
  - Entertainment Book reminder
- Upcoming zotmails/UCI brief listings to be sent out include:
  - Meals with Mike – January
  - Staff Advocacy
  - Staff Morale Survey
  - Excellence in Leadership
- Please notify Porter if you do not want messages sent to the Medical Center staff.
Statement of Subject – Web Communications
Main Points – Fahr gave an overview of the new website. She will work with Serrantino to create a UCI-specific CUCSA page. Please send information for the winter event flyer to Fahr at ifahr@uci.edu.

Statements of Subject – Scholarship
Main Points – Prentice reported that we have received 30 applicants to date. Volunteers are needed to review the applications. Please email Prentice at mprentic@uci.edu if interested. We have sold 28 Entertainment Books for a total of $200 in funds raised. The last day to purchase is Tuesday, December 15th.

Statements of Subject – Education and Enrichment
Main Points – Yieh is continuing to work with Liz Toomey on the History of UCI project.

Statements of Subject – Special Projects
Main Points – Hinojosa reported the following:
  ● Staff Helping Hands – We had 17 applicants, 14 departments and 4 individual sponsors participate in the program this year.

Statement of Subject – Quarter Century Club
Main Points – No report

Staff Service Awards
Main Points – No report

The next Staff Assembly Council meeting will be held on Thursday, January 14th from 12:00 p.m. to 2:00 p.m. in Aldrich 107.