

Staff Assembly Council Meeting Notes February 14, 2002

SA Representatives:

Chair	Mike Delo	Present
Vice Chair	Lorrie Minkel	Present
Immediate Past Chair	Barbara Ellerbrock	Absent
Finance	Dianne Bean	Absent
Council Communications	Cindy Wilson	Present
Parliamentarian	Bernadette Strobel-Lopez	Absent
CUCSA (Sr.)	Liz Toomey	Absent
CUCSA (Jr.)	Lynda Brewer	Present
UCIMC At Large	Linda Ezell	Absent
Campus At Large	Leslie Pearlman	Absent

Standing Committee Representatives:

Communications & Publications	Penny White	Present
Scholarship	Ramona Agrela	Absent
Staff Appreciation	Maria Gillespie	Absent
Training & Development	Laura Ferejohn	Absent
Workplace Issues	Candice Garretson	Absent

Other Staff Members:

Raschel Greenberg

Statement of Subject - Call to Order

Main Points - Mike called the meeting to order.

Statement of Subject - Approval of Minutes

Main Points – Minutes from the previous meeting were reviewed and approved.

Statement of Subject – Election Preparation

Main Points – The Council agreed upon the timeline for Staff Assembly Election preparation. The call for candidates will go out by April 1, the candidates will be determined and the ballot will go out electronically on May 1. Mike asked that we talk to our colleagues and encourage them to run for any open offices. Maria Gillespie, Linda Ezell and Lorrie Minkel make up the Nominating Committee.

- **Action: Encourage co-workers and colleagues to run for Staff Assembly Office**
- **Responsibility: All Council Members**

Statement of Subject – Committee Reports - CUCSA

Main Points – Lynda Brewer reported on the most recent CUCSA meeting at UC Berkeley. The main focus was UC employees' retirement benefits to domestic partners. The CUCSA chair recent comment to the Regents indicated support for these benefits, demonstrating that UC is a 'family friendly' employer regardless of how one's family is constituted. The next CUCSA meeting will be in March at Los Alamos in Santa Fe NM.

Statement of Subject – Committee Reports - Communications

Main Points – Penny announced that the Communication Committee discussed development of an electronic newsletter modeled from a similar newsletter at UC Davis. At UC Davis, their Staff Assembly wrote the newsletter but the Chancellor initially sent this newsletter out to increase its visibility. After that it was maintained and sent out by their Staff Assembly. She also mentioned that the UCI Staff Assembly website needed to be updated but finding the time to do this as well as maintaining it is a concern. After a discussion, Council decided that we start with updating what is already on the site and then add more information as time would allow. Items to be included in the future would be the meeting minutes, agenda and committee reports. It was stated that staff might find

these items interesting as well as useful. The Puzzle Pieces in the Staff Assembly Logo also need to be modified to represent new items in order to make the site more navigable.

Statement of Subject – Posting and Publicizing Scholarship Criteria

Main Points - Ramona was absent from this meeting, but forwarded information to Mike. He informed us that a zotmail would be going out to the campus soon regarding the scholarship criteria. The application will be posted on the Staff Assembly website. The scholarship will be ongoing as long as we have money to fund the awardees.

Statement of Subject – Chancellor Forum

Main Points – No date has been set for the Chancellor’s Forum. However it has been suggested that the Chancellor would talk about the results of the Task Force Report at that time. Candy Garretson has arranged for a Brown bag on the topic of Retirement/Investments presented by Anne Fink to be held at the Bren Center on March 28. Bernadette will plan another Brown bag for late April.

- **Action: Plan Brown bag for April**
- **Responsibility: Bernadette Strobel-Lopez**

Statement of Subject – QCC Update

Main Points – Mike announced that QCC is still in a holding pattern. He will follow up with Barbara Ellerbrock.

Statement of Subject – Committee Report – Staff Appreciation

Main Points – In Maria’s absence, Mike announced that around 60 staff came to the UCI basketball game and Staff Appreciation night in February. Maria and her committee are also planning a UCI Baseball Night for March 5.

Statement of Subject – EVC Meeting Topic

Main Points – The meeting will be on March 5 at 8:00 am. Topics to be discussed are the Task Force Report, the hiring freeze, possibility of lay-offs and TRP. Mike also informed us that budget information is posted on the EVC website.

Statement of Subject – Committee Report – Workplace Issues

Main Points - In Candice’s absence, Lorrie reported that issues discussed at the last meeting included developing lactation centers on Campus and at the Medical Center, criteria for Fortune 500 Best Workplaces, misemployment/career exploration and morale.

Statement of Subject – Future Actions

Main Points – Raschel mentioned that the EVC’s office was sponsoring 2 women from UCI to attend a Women in Leadership conference at UC San Francisco on March 7-8. She also encouraged any other interested women to attend if possible.

Meeting adjourned - Next meeting will be in 112 SEI on Thursday, March 14, 2002 from 2:30 - 4:30.

Summary of 2000-2001 Meetings

- July 12 - Met in the Koll Room at the Bren Center, Welcomed new members, Meal with Mike signups, Staff Picnic, QCC update, Recruitment of Committee Members, Task Force Update
- August 9 - Met in 112 SEI, Benefits Information, Staff Picnic, QCC Update
- September 13 – Met in 112 SEI, Standing Committee updates provided, training/development framework presentation by Rod Kempton of Human Resources.
- October 11 - Met in 112 SEI, Halloween Party and Boat Parade Event planning, QCC update, Tree Planting update and Committee reports.
- November 8 - Met in 112 SEI, Fund Raising advice, Scholarship Update, Holiday Boat Parade Update, QCC Update, Entertainment Book Sales Report.

- December 13 – Met in 112 SEI, Scholarship Update, Chancellor’s Forum, Committee Reports, and QCC Update.
- January 10 – Met in 112 SEI, Scholarship Criteria, Chancellor’s Forum, QCC Update, Budget Status, Upcoming Staff Assembly Events.
- February 14 – Met in 112 SEI, Election Preparation, Posting Scholarship Application, Chancellor’s Forum, Upcoming Staff Assembly Events.