Staff Assembly Council Meeting Notes
June 10, 2010

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

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

Newly Elected/Appointed Council Members: Patricia Collette, Dee Dee Nunez, Henry Balanza, Brian Rowatt

Other Attendees: Deborah Perkins, Ben Holstein, Nancy Meng

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, May 13th were approved by Fahr and seconded by Hinojosa.

Statement of Subject – Report on meeting with Chancellor/EVCP/AEVC
Main Points – McWilliams reported that this month’s meeting was cancelled. A meeting with the Chancellor’s office is scheduled for Wednesday, June 16th.

Statement of Subject – As Offered by Chair
Main Points – McWilliams discussed the following:
- CACSS Town Hall Diversity Meeting with the Chancellor will take place at noon on Wednesday, June 16th in the Cross Cultural Center.
- Staff Picnic – date has been changed to Tuesday, August 10th.
• McWilliams thanked the Council members for their support and assistance during her tenure as Staff Assembly Chair. She shared that this past year had been a wonderful and blessed opportunity for her.

• McWilliams then passed the Staff Assembly gavel to Hinojosa, who is the Staff Assembly Chair-Elect.

**Statement of Subject – Vice Chair’s Report**
Main Points – Hinojosa reported that the Excellence in Leadership Awards are ready to be presented at next week’s Staff Service Awards. There will be seating available for all nominees.

**Statements of Subject – CUCSA**
Main Points – Wiley and Serrantino reported on the following:

• The Staff Morale work group reported at the last meeting that President Yudof values staff, but feels they need to develop talking points as to why we need salary increases.

• Howard Pripas, Director of Employee Relations, would like to come to UCI for a lunchtime workshop with staff.

**Statements of Subject – Finance**
Main Points – Wiley gave an overview on the status of the Staff Assembly Budget.

**Statements of Subject – Staff Appreciation**
Main Points – Puritz discussed the following:

• The Staff Picnic has been rescheduled for Tuesday, August 10th. Please cast your vote for the picnic theme.

• 5,000 people from campus and the Medical Center participated in activities this year.

• Four new events were added this year:
  - Women’s Volleyball
  - UCI’s Got Talent (voting will take place soon)
  - Ducks Hockey Game
  - Galaxy Soccer game

• Sunset Kayak scheduled on Wednesday, July 14th, Tuesday, July 27th, and Tuesday, August 10th

• NASCAR – October date is tbd

• Habitat for Humanity volunteer opportunity for community service. Puritz will discuss with Wiley.

**Statement of Subject – Marketing**
Main Points – Fix reported the following:

• Zotmails/UCI brief listings were sent out for:
  - Galaxy tickets
  - Election Voting
  - UCI – The First Family
o Galaxy Tickets Reminder
o Election Voting Reminder
o Galaxy Ticket Prices Slashed
o Picnic Theme Ideas/Save the Date
o UCI – The Founding Family – Additional Seats
o Election Results
o Meals with Mike - June
o Staff Diversity Town Hall

- Upcoming zotmails/UCI brief listings to be sent out include:
  o Sunset Kayaking
  o UCI’s Got Talent voting
  o Reminder: Angel’s Game
  o Picnic Theme + voting
  o Picnic + reminder

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

- Balanza and Rowatt will be co-chairs of Web Communications so that Fahr can take over duties as Vice Chair-Elect.
- Fahr will create guidelines for posting information on the web and will form a sub-committee to discuss automation.

**Statements of Subject – Scholarship**
Main Points – no report

**Statements of Subject – Education and Enrichment**
Main Points – McWilliams thanked Yieh and Prentice for hosting the UCI Founding Family event. It was informative and interesting. For a history of UCI, she recommends reading “Instant University” by Sam McCulloch available in the library and at the UCI Bookstore.

**Statements of Subject – Special Projects**
Main Points – Longnecker reported the following:

- Meals with Mike will take place on Thursday, June 17th. Frederick and Longnecker are working on dates for next year.
- The Chancellor’s Forum will take place in the fall and will focus on the “State of the Campus.”
- The EVCP Forum will take place in the spring and will be a budget update. A recommendation was made to have staff enroll via TED to get an estimated attendance.
- Longnecker will schedule the mobile van to provide H1N1 and regular flu shots.

**Statements of Subject – Staff Service Awards**
Main Points – Main reported the following:

- Volunteers are needed to help staff this event. Please email Sherry Main to assist with registration and ushering.
- 250 people have sent in their RSVP’s. We have seating available for 600 people.

The meeting was adjourned at 1:00 p.m.

_The next Staff Assembly Council meeting will be held on Thursday, July 8th from 12:00 p.m. to 2:00 p.m. in Aldrich 107._