

**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 13<sup>th</sup> 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 16<sup>th</sup>.

**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 16<sup>th</sup> in the Cross Cultural Center.
- Staff Picnic – date has been changed to Tuesday, August 10<sup>th</sup>.

- 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 10<sup>th</sup>. 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 14<sup>th</sup>, Tuesday, July 27<sup>th</sup>, and Tuesday, August 10<sup>th</sup>
- 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

- Galaxy Tickets Reminder
- Election Voting Reminder
- Galaxy Ticket Prices Slashed
- Picnic Theme Ideas/Save the Date
- UCI – The Founding Family – Additional Seats
- Election Results
- Meals with Mike - June
- Staff Diversity Town Hall
- Upcoming zotmails/UCI brief listings to be sent out include:
  - Sunset Kayaking
  - UCI's Got Talent voting
  - Reminder: Angel's Game
  - Picnic Theme + voting
  - 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 17<sup>th</sup>. 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 8<sup>th</sup> from 12:00 p.m. to 2:00 p.m. in Aldrich 107.*