

Staff Assembly Council Meeting Notes March 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	Present
CUCSA (Sr.)	Liz Toomey	Absent
CUCSA (Jr.)	Lynda Brewer	Present
UCIMC At Large	Linda Ezell	Absent
Campus At Large	Leslie Pearlman	Present

Standing Committee Representatives:

Communications & Publications	Penny White	Present
Scholarship	Ramona Agrela	Present
Staff Appreciation	Maria Gillespie	Present
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 – Committee Reports - Scholarship

Main Points – Ramona announced that there have been 43 applications for scholarships. She also stated that only 28 of these were filled out completely and correctly. It was decided that those applicants with applications not filled out correctly should be asked to reapply. There was discussion that money be given to all valid applicants as long as there is money in the budget. The Scholarship Committee will review and award the scholarships. Putting an article highlighting the awardees in the UCI News was discussed as well as a 'Did You Know' blurb in the Zot-Weekly. Dianne Bean also passed along that the candy bars are in and that if anyone wanted some to sell, to please contact her.

Statement of Subject – Committee Reports - Staff Appreciation

Main Points - Maria announced that there were 50 people at the Staff Appreciation Night at the UC Baseball game. There will be a pancake breakfast on Wednesday, April 24 from 7:30 - 9:30am to coincide with Secretaries Day. Leslie said that the Staff Assembly keychains would be ready to hand out at the breakfast. There was also discussion regarding entertainment at the breakfast such as a jazz ensemble.

- **Action: Find entertainment for Pancake Breakfast**
- **Responsibility: Maria Gillespie**

Statement of Subject – Committee Reports - CUCSA

Main Points – Lynda reported back from her last CUCSA meeting held at Los Alamos. There was a presentation from Regent Velma Montoya. Lynda stated that she as well as many other representatives at the meeting were disappointed by her presentation. Also on the agenda was discussion of an equity benefits package, housing issues, morale issues and VERIP. A letter is being drafted to President Atkinson regarding the equity benefits as well as the fee waiver for dependents of full-time, vested

career employees. CUCSA has asked that UCOP stop the rumor about VERIP in the form of a letter to all employees. It was suggested that the Regents' perception of staff be discussed at the next EVC meeting. The next CUCSA meeting will be at UC San Diego in June.

Statement of Subject – Committee Reports - Workplace Issues

Main Points - In Candy's absence, Lorrie shared highlights from the last meeting. These were UCOP profiles of employees and the turnover rate, lack of female upper management, equalizing benefits and health care programs. Bernadette is also putting together a lunchtime brownbag 'Earning a Degree at UCI' for the staff.

Statement of Subject – Communications & Publications

Main Points – Penny announced that the brown bag on Benefits had sold out. They will either hold another session at a later date or get a bigger room for this one. Bernadette relayed to the group that UC is considering opening computer kiosks on all campuses for staff use; Ramona noted Human Resources may house a kiosk in it's reception area. Kiosks would be useful for staff that do not have computer access at work (such as maintenance staff, etc.)

Statement of Subject – Election Preparation

Main Points – Lorrie handed out a timeline for the Staff Assembly Elections. She asked again that we recruit co-workers. It was also brought up that represented staff is not eligible to run for Staff Assembly office.

Statement of Subject – Chancellor Forum

Main Points – Mike will call Carolyn Hunt to discuss the Chancellor Forum. It was suggested that several volunteers read the Task Force report and write out their comments so that Staff Assembly can prepare a response to the campus. Leslie Pearlman said she would take the lead on this.

Statement of Subject – QCC Update

Main Points – Mike & Penny will meet and finalize plans for the QCC program. 25-year employees will be announced at the Staff Service Award Ceremony

Statement of Subject – EVC Meeting Topic

Main Points - Lorrie was the only Staff Assembly member to meet with the EVC in March. The topics discussed at this meeting were encouraging staff, from the top down, to participate in Staff Assembly; the EVC offering to financially support the Staff Picnic in some way; holding a "company-style" picnic on a Saturday so staff and their families may attend; budget update and the potential of tensions between administration and departments as well as faculty and staff, particularly during these times of tight resources.

- **Action: Develop a focus group from list serve to discuss the status of tensions**
- **Responsibility: Lorrie Minkel, Ramona Agrela, Leslie Perlman & Lynda Brewer**

Statement of Subject – Future Actions

Main Points – Bernadette reminded the council that we could make use of or even meet at the Mesa Building office set aside for Staff Assembly.

Meeting adjourned - Next meeting will be in 112 SEI on Thursday, April 11, 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.
- March 14 - Met in 112 SEI, Election Preparation, Committee Reports, CUCSA Reports, Scholarship Application Review, Chancellor's Forum