

**Staff Assembly Council Meeting Notes  
March 6, 2008**

**SA Representatives:**

|                        |                 |         |
|------------------------|-----------------|---------|
| Chair                  | Mike Puritz     | absent  |
| Vice Chair             | Mark Wheeler    | present |
| Immediate Past Chair   | Sherry Main     | present |
| Finance                | Andrea Denish   | present |
| Council Communications | Heather Wuebker | present |
| CUCSA (Sr.)            | Ramona Agrela   | absent  |
| CUCSA (Jr.)            | Penny White     | absent  |

**Standing Committee Representatives:**

|                          |                     |         |
|--------------------------|---------------------|---------|
| Communications           | Ingrid Fahr         | present |
| Scholarship              | Nancy Carter-Fields | absent  |
|                          | Zen Yieh            | present |
| Staff Appreciation       | Penny White         | absent  |
| Training and Development | Lara Farhadi        | present |
| Special Projects         | Jeri Frederick      | absent  |
|                          | Sandra Longnecker   | absent  |
| Marketing                | Mary Lou Ledgerwood | present |
| Staff Ambassadors        | Kathy Eiler         | absent  |

**Other attendees:**

Donna Clark, Zeba Zehdar

**Statement of Subject - Call to Order and Approval of Minutes**

Main Points – Wheeler called the meeting to order. Ledgerwood moved to disregard Feb. minutes (none were taken); Wheeler seconded.

**Statement of Subject – Staff Service Awards**

Main Points – Fahr handed out new options for 10, 15, 20, 25, 30, 35, 40 year service awards. Asked SA members to review all options and select top four picks for each year's awards; email Fahr by Mar. 20 with selections.

**Statement of Subject – EVCP meeting follow up and items for next meeting**

Main Points – Main recapped meeting w/ Arias. Law School Forum was previously scheduled for Feb. 15; waiting for new dean to settle in; looking toward September for possible date. Next meeting is scheduled for Wednesday, March 12.

**Statement of Subject – Agenda items for meeting w/ Chancellor**

Main Points – Fireside; Law Forum; rundown on People Development Summit and other activities: volleyball game against UCLA (Mar. 7); pancake breakfast (Mar. 17); baseball vs. Riverside (Apr. 19). Ask about matching funds from Chancellor for Walk-A-Thon. Meeting is scheduled for March 7.

### **Statement of Subject – People Development Summit**

Main Points – Fahr passed on thanks from Susan Mann and Chancellor Drake for assistance with conference; went very well. Follow up: focus groups will be open to any interested staff or faculty member who wants to participate.

### **Statements of Subject – CUCSA**

Main Points – White & Agrela absent (at CUCSA meeting).

### **Statements of Subject – Finance**

Main Points – Denish distributed February budget and expenses; includes proposed budget for 2008-09.

### **Statements of Subject – Staff Appreciation**

Main Points – Zehdar is working on pancake breakfast menus; seeking volunteers for breakfast via email. Other events:

- Men's volleyball vs UCLA: Mar 7
- Pancake breakfast: Mar 17
- Baseball game vs Riverside: Apr 19 @ 5 p.m.

Next meeting is March 13 @ noon Aldrich Hall.

### **Statement of Subject – Marketing**

Main Points – Discussed creating handouts in order to get better recognition among staff for what Staff Assembly does; keeping up with Zotmails and UCI Brief announcements for all Staff Assembly events (Education and Enrichment; Pancake Breakfast; Meals w/ Mike; etc).

### **Statement of Subject – Communications**

Main Points – Fahr is working on filling all blank pages and keeping up with updates as they come in; will soon have minutes and photo gallery up. Interested in posting picture and bio of each council member online to make more personal. Working on proposal for how to work better with organizations on campus.

### **Statements of Subject – Scholarship**

Main Points – Yieh and Carter-Fields are working on plans to fundraise for scholarships; Walk-A-Thon (Oct.) and a Garage Sale. Walk-A-Thon: asking for assistance with details in planning; meeting every Friday starting Mar 14 in front of Wendy's 11:30-12:30. Garage Sale: possibly in September/October; seeking donations from campus community.

### **Statements of Subject – Education and Enrichment**

Main Points – Already discussed.

### **Statements of Subject – Staff Ambassadors**

Main Points –Eiler absent.

**Statements of Subject – Special Projects**

Main Points – None.

*The next Staff Assembly Council meeting will be held April 10, 2008.*