

**Staff Assembly Council Meeting Notes  
May 9, 2007**

**SA Representatives:**

Chair	Sherry Main	Present
Vice Chair	Mike Puritz	Present
Immediate Past Chair	Ramona Agrela	Present
Finance	Andrea Denish	Present
Council Communications	Heather Wuebker	Present
CUCSA (Sr.)	Ramona Agrela	Present
CUCSA (Jr.)	Penny White	Present

**Standing Committee Representatives:**

Communications	Mary Lou Ledgerwood	Present
Scholarship	Steven Johnson	Absent
Staff Appreciation	Michelle Foley	Absent
Training and Development	Lara Farhadi	Absent
Special Projects	Jeri Frederick	Present
	Sandra Longnecker	Absent
Marketing	Alice Parsons	Present
Staff Ambassadors	Kathy Eiler	Absent

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

Main Points – Main called the meeting to order. Parsons moved to approve April meeting minutes; Agrela seconded. Minutes were approved.

**Statement of Subject – A&PW Update**

Denish will be sending out a notice for May's meeting. A&PW will hold a women's conference in June; further details to follow. The group will have a table at May's Wellness and Safety Fair featuring walking club, Weight Watchers and the Divet Divas. Puritz recommended Courtney Burkes as a possible speaker at future meetings.

**Statements of Subject – EVC Meeting Recap**

Main Points – Main recapped meeting with the EVC; explained key happenings involving Staff Assembly. An issue was brought to both the EVC and Staff Assembly attention regarding staff participation in Staff Assembly sponsored activities and events. The EVC said he will address the issue and see that manager approved time-off is set aside and made available to attend Staff Assembly sponsored events.

The budget request was reiterated and has been passed on for further approval.

**Statements of Subject – Council Elections**

Main Points – Main discussed following open positions and nominations:

Chair:	Mike Puritz
	Alison Lara

Vice Chair: Mark Whaler  
CUCSA: Ramona Agrela  
Council Communications: Heather Wuebker  
Communications Committee: Open (Ingrid is interested)  
Scholarship Committee: Open  
Education & Enrichment: Open

There were several nominations for committee chairs that will be reviewed and added to ballots. Ledgerwood is stepping down as Communications Committee Chair to co-Chair Marketing Committee with Alice Parsons.

**Statement of Subject – Wellness and Safety Fair Update**

Main Points – Main discussed fair to be held May 16. Staff Assembly will man – and woman – a table with key chains, flyers, and staff idol information.

**Statement of subject – Staff Service Awards**

Main Points – Main: Event scheduled for June 18, 2007 from 8:30 – 11:30 a.m. in the park. Staff will be recognized in 5 year increments for years of service.

**Statement of subject – Committee Update: CUCSA**

Main Points – White & Agrela: Meeting 1<sup>st</sup> week of June at UCLA.

**Statement of subject – Committee Update: Budget**

Main Points – Denish handed out monthly budget; discussed need to spread word about scholarship program as there are very few numbers of applications being submitted. A Zotmail was sent out to help inform others; information will also be made available at all Staff Assembly sponsored events. Information will be posted on SNAP to reach more audiences.

**Statement of subject – Committee Update: Staff Appreciation**

Main Points – Puritz: Following events -

- May 19, 2007: Baseball game
- May 22, 2007: Staff UC Idol contest tryouts (Medical Center)
- May 23, 2007: Staff UC Idol contest tryouts (Main campus)
- June 7, 2007: Finalists will perform at BBQ
- August 28, 2007: Staff picnic; ideas for themes are appreciated.

Puritz discussed possibility of partnering with UCLA Staff Day for UCLA vs. Arizona State football game on November 10, 2007. Online RSVP would be needed to determine interest and possibility of securing transportation. Further details to follow.

Excellence in Leadership Award announcement needs to be sent out to all staff.

**Statement of subject – Committee Update: Communications**

Main Points – Ledgerwood: Nothing to report.

**Statement of subject – Committee Update: Marketing**

Main Points – Parsons handed out flyer seeking comments and edits. Parsons will send out via Zotmail Excellence Award and Living Our Values announcements.

**Statement of subject – Committee Update: Scholarship**

Main Points – (Johnson absent): Tabled.

**Statement of subject – Committee Update: Education & Enrichment**

Main Points – (Farhadi absent): Tabled.

**Statement of subject – Committee Update: Staff Ambassadors**

Main Points – Hospital update and Law School update are still in the works; further details to follow.

**Statement of subject – Committee Update: Special Projects**

Main Points – Frederick discussed up-coming Meals w/ Mike events. Brought up several initiatives currently being discussed including simplified process for staff registration in undergraduate and graduate coursework as well as staff sabbaticals. Further information forthcoming.

Meeting adjourned. Next meeting is scheduled for June 14 at 1p.m. in 501 Aldrich Hall.