Staff Assembly Council Meeting Minutes
October 14, 2010

SA Representatives:
Chair
Vice Chair
Immediate Past Chair
Finance Chair
Finance Chair-Elect
Council Communications
CUCSA (Sr.)
CUCSA (Jr.)

Stephanie-Jean Hinojosa
Ingrid Fahr
Deborah McWilliams
Christine Dacanay
Dee Dee Nunez
Amy Vo
Jan Serrantino
Patricia Collette

present
present
absent
absent
absent
absent
present
present

Standing Committee Representatives:
Community Relations
Education and Enrichment
Marketing
Scholarship
Special Projects
Staff Appreciation
Web Communications
Andrea Wiley
Monica Prentice
Stephanie Fix
Monica Prentice
Jeri Frederick
Mike Puritz
Henry Balanza

present
absent
absent
absent
absent
present
present

Other Attendees: Susan Pihl, Human Resources; Deborah Perkins, Athletics

Statement of Subject - Call to Order
Main Points: The meeting was called to order by Hinojosa at 12:15 p.m.

Statement of Subject - Approval of Minutes
Main Points: Motion to approve minutes from the meeting held on Thursday, August 12th was moved by Jan Serrantino, seconded by Andrea Wiley approved by council.

Actions: No action required.

Statement of Subject – Staff Service Awards Committee
Main Points: Stephanie Jean asked for who would chair this committee.
• Patricia Collette and Henry Balanza volunteered to co-chair.
• There is a question of with which entity would the event reside
• Puritz noted the 25 year pins inventory
• Ingrid handling Excellence in Leadership Awards

Actions: Collette and Balanza to touch bases with Sherry Main to coordinate files and what has been done in the past.

Statements of Subject – Post Employment / Benefits
Main Points – Fahr stated that currently nothing is “set in stone”. Most likely employment benefits will change 20 years from now. Town Hall meeting scheduled for 12/13/10

Actions: No action required.
Statements of Subject – Communications
Main Points – Hinojosa stated that Amy Vo will handle Staff Assembly Calendaring.
  • Chairs can add to the calendar. Staff Assembly would like to potentially use the Google Calendar and post all upcoming events to it.

  Actions: No action required.

Statements of Subject – Community Relations
Main Points – Wiley reported the following
  • CHOC Volunteering event did not seem the type of event we want to endorse
  • Ronald McDonald Event ran out of room they may hold another event in January
  • Helping Hands Project. Andrea will coordinate with Stephanie-Jean and Ingrid to get previous history of program from Jennifer in the Ombudsman’s office and will share with the group.
  • Hinojosa recommended to have Jeri Frederick involved to limit conflicts
  • Collette comments that is should be only staff not Verano Place
  • Wiley stated that an announcement for 2\textsuperscript{nd} Harvest will come out in February

  Actions: No action required.

Statement of Subject – CUCSA
Main Points – Serrantino reported the following:
  • Talent Management Workshop
  • Synthesize information
  • What are the problems
  • Howard P. will be here in Tuesday October 19\textsuperscript{th}
    • 11:20 to 1:30 @ bldg. 313
    • Open forum
    • Post-Employment Benefits
    • Concerns

  Actions: Action

Statement of Subject – Education and Enrichment
Main Points - Fahr reported the following:
  • 12 Entertainment books sold
  • 2\textsuperscript{nd} Sale in 2 weeks
  • 27 applicants for the Scholarships
  • Working closely with UCIMC

  Actions: No action required.

Statements of Subject – Finance
Main Points – Hinojosa reported the following:
  • Ledger update will be presented at the next meeting.
  • Wiley stated that T-shirt Prices are 3.86 each
  • Fahr stated that UC Items prints TShirts

  Actions: No action required.
Statements of Subject – Staff Appreciation
Main Points – Puritz reported the following:
- NASCAR events got negative reviews
- Looking for events that return revenue.
- UCLA Football event is posted
- Women’s Volleyball Event is posted
- Halloween Costume contest 10/29/10 at the University Club.

**Actions:** No action required.

Statements of Subject – Special Projects
Main Points – Hinojosa reported the following:
- Chancellor’s Forum scheduled for 10/22/10
  - 65 Staff registered
  - 3 People are needed to meet and Greet
  - Email Jeri or Sandra for Special Projects
  - Need tables for flyers
- Meals with Mike went well
- Spring forum with the EVC
  - Wed March 2\(^{nd}\)
  - 12 noon
  - State of the Budget will be addressed

**Actions:** No action required.

The meeting was adjourned at 1:50 p.m.

The next Staff Assembly Council meeting will be held on Thursday, October 14th from 12:00 p.m. to 2:00 p.m. in Aldrich 107.