

**Staff Assembly Council Meeting Notes
September 13, 2007**

SA Representatives:

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

Standing Committee Representatives:

Communications	Ingrid Fahr	present
Scholarship	vacant	absent
Staff Appreciation	Michelle Foley	absent
Training and Development	Lara Farhadi	absent
Special Projects	Jeri Frederick	present
	Sandra Longnecker	present
Marketing	Mary Lou Ledgerwood	present
Staff Ambassadors	Kathy Eiler	absent

Statement of Subject - Call to Order and Approval of Minutes

Main Points – Puritz called the meeting to order. Ledgerwood moved to approve August meeting minutes; White seconded. Minutes were approved.

Statement of Subject – Scholarship Committee Chair

Main Points – Committee chair is vacant; Puritz will draft announcement to send out campus wide to solicit interested applicants for chair position.

Statement of Subject – Appreciation Committee Chair

Main Points – Wheeler will step in as chair upon return from absence with help from Staff Assembly. Zeba has offered to assist as well. Magnets will be sent out as annual giveaway item from staff picnic. Idea of art competition to determine design was discussed.

Statement of Subject – Western Association Reaccreditation Standards

Main Points – Puritz will assist with review as leader of Staff Assembly.

Statements of Subject – Meals with Mike Sign-Ups

Main Points – More volunteers are needed. Frederick will send out email again for sign ups.

Statements of Subject – Peter’s Parade

Main Points – Staff Assembly will serve as ushers for golf cart decoration contest in Student Center grand opening celebration. Longnecker, Puritz, Dennish and Wuebker signed up to serve from 11:20-12:30 p.m. on October 24. Further information will be sent out via email regarding uniform dress and details.

Statements of Subject – Staff Educational Opportunities

Main Points – Meeting with Susan Mann is cancelled. Will be rescheduled to discuss staff survey.

Statements of Subject – CUCSA

Main Points – White reported that CUCSA work group structure has changed. She will chair the Educational Opportunity group. A survey is in the works for the December meeting – more information to follow. Will require coordination with HR, CUCSA, and UCI. Agrela and White attended 9/6 meeting at the Office of the President; items discussed included staffing issues system wide, new health plan changes, and a monitor group that is going to look into the work being done in the OP and across the system in an effort to eliminate duplication of efforts. Agrela will send out email received from Blume regarding issues.

Statements of Subject – Finance

Main Points – Dennish distributed July and August budgets for review.

Statements of Subject – Staff Appreciation

Main Points – Food items for staff picnic were discussed; either hot dogs and hamburgers or possibly bid out to other vendors. Discussed possibility of moving pancake breakfast to student center; determined it would be too costly and that the annual breakfast at the U Club has been successful with this year's date already booked. Next activity discussed was the up-coming UCLA football game. 200 tickets are being sent; White is coordinating registration forms and \$15 fee. White will coordinate with Dennish for deposits.

Statement of Subject – Marketing & Communications

Main Points – Fahr and Ledgerwood are working together to update flyer with meetings and events. Upcoming arts event will be added to web and flyer.

Statements of Subject – Scholarship

Main Points – Agrela is taking lead on entertainment book fundraiser for the year.

Statements of Subject – Education and Enrichment

Main Points – Tabled until next meeting (Farhadi absent).

Statements of Subject – Staff Ambassadors

Main Points – Tabled until next meeting (Eiler absent).

Statements of Subject – Special Projects

Main Points – Sign-up for Meals with Mike being sent out again for additional volunteers.

The next Staff Assembly Council meeting will be held October 10, 2007.

The next EVC meeting will be held October 10, 2007.