Staff Assembly Council Meeting Minutes  
December 10, 2015

SA Representatives:

Chair
Stephanie Fix present

Vice Chair
Jeremy Thacker present

Immediate Past Chair
Dahlia Aguirre present

Finance Chair
Kasey Ning absent

Finance Chair-Elect
Jin Chae absent

Council Communications and Special Programs Officer
Megan Enciso present

CUCSA (Sr.)
Ingrid Fahr present

CUCSA (Jr.)
Adriana Collins absent

Standing Committee Representatives:

Community Relations
Laurie Andress-Delaney absent
Mindy Han absent

CUCSA Alumni Representative
Stephanie Fix present

Education and Enrichment
Nicole Bourbon absent
Veronika Vicqueneau present

Marketing
Greg Ruth absent

Scholarship
Dahlia Aguirre present

Staff Appreciation
Joani Harrington present

Web Communications
Nader Bidgeli present
Sarah Prom present
Adriana Collins absent

Ex-Officio Representatives:

Human Resources
John Daly absent

A&PW
Kelly Oto absent

Medical Center
Katie Stenton absent

Other Attendees:

Jason Valdry
Kathy Eiler
Kathy Hills

Statement of Subject: Call to Order
Main Points – The meeting was called to order by Fix at 12:04 pm.

Statement of Subject: Welcome and Introductions
Main Points – Welcome and introductions. Introduced new Director of Communications, Kathy Hills.

Statement of Subject: Approval of Minutes
Will approve October and November minutes at January’s meeting.

Statements of Subject: Chair’s Report
Main Points – Fix reported on the following:
• New budget approved by Ramona
• Kathy Hills, new Director of Communications in Ramona’s office, open to hearing more about effective ways of communicating information to staff.

**Statements of Subject: Vice Chair’s Report**
Main Points – Thacker reported on the following:
• For Provost event, we will offer talking points to the Provost focusing on staff
• In RSVP sent to staff, we will add a space for people to write in a question for the Provost, then send to Provost for review
• Event will be more of a Q&A and discussion, and less of a meet and greet

**Statements of Subject: Immediate Past Chair’s Report**
Main Points – Aguirre reported on following:
• None.

**Statements of Subject: Staff Appreciation**
Main Points – Harrington reported on the following:
• San Diego Chargers Football game tickets sold out
• Arts Nights – Evita (Spring) and Dance Visions (Winter). EEE survey will go out closer to event dates.

**Statements of Subject: CUCSA Report**
Main Points- Fahr reported on the following:
• Bring names/ideas to next meeting for outstanding staff award nomination for CUCSA
• Idea to invite student leaders to SAC meetings
• UCI doesn’t have a typical retirement/pension plan. It is academic heavy and leaning towards faculty. Discussed new changes to retirement plan for new employees.
• Engagement survey town hall is January 27th, 2016.

**Statement of Subject: Web Communications Report**
Main Points – Bigdeli and Prom reported on the following:
• If anyone has newer pictures they want on the website, email them to Bideli and Prom.

**Statement of Subject: Education and Enrichment Report**
Main Points – Vicqueneau reported on the following:
• Will start looking for more coffee talk speakers in January.

**Statements of Subject: Finance Report**
Main Points — Ning and Chae were not present.
• None.

**Statement of Subject: Council Communications Report**
Main Points— Enciso reported on the following:
• Due to new budget, LWL will now meet in one of the University Club’s private rooms.

**Statement of Subject: Community Relations Report**
Main Points – Andress-Delany and Han were not present.
• Discussed Stocking Stuffer and ideas to make event more successful. Possibly collect stocking stuffer items before event, and send out marketing communication earlier to give more time for collection.
Statement of Subject: Marketing Communications Report
Main points – Ruth was not present.
  • None.

Statement of Subject: Scholarship Report
Main Points – Aguirre
  • Another Zotmail will be sent to remind people of application deadline

Statement of Subject: Ex-Officio Reports
  • None.

**Action:**
The meeting was adjourned at 1:04 PM

The next meeting is Thursday, January 14, 2016.