

**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.