

**Staff Assembly Council Meeting Minutes
May 12, 2016**

SA Representatives:

Chair	Stephanie Fix	present
Vice Chair	Jeremy Thacker	present
Immediate Past Chair	Dahlia Aguirre	absent
Finance Chair	Kasey Ning	present
Finance Chair-Elect	Cathy Yates	present
Council Communications and Special Programs Officer	Megan Enciso	absent
CUCSA (Sr.)	Ingrid Fahr	present
CUCSA (Jr.)	Adriana Collins	absent

Standing Committee Representatives:

Community Relations	Laurie Andress-Delaney Mindy Han	
CUCSA Alumni Representative	Stephanie Fix	present
Education and Enrichment	Nicole Bourbon Veronika Vicqueneau	present present
Marketing	Greg Ruth	absent
Scholarship	Dahlia Aguirre	absent
Staff Appreciation	Joani Harrington	present
Web Communications	Nader Bigdeli Sarah Prom	

Ex-Officio Representatives:

Human Resources	Kevin Phillips	absent
A&PW	Kelly Oto	absent
Medical Center	Katie Stenton	absent

Other Attendees:

Statement of Subject: Call to Order

Main Points – The meeting was called to order by Fix at 12:06 pm.

Statement of Subject: Appointment of Scholarship Co-Chairs

Main Points – Fix formally appointed the following individuals as Scholarship Co-Chairs:

- Diane Sagey, Assistant Dean of Operations, Paul Merage School of Business. UCI Alumna; Bachelor, School of Humanities and MBA, Merage School of Business.
- Sandy Lee, Donor Relations Analyst, University Advancement. UCI Alumna; Bachelor, School of Social Sciences.

Statements of Subject: Chair's Report

Main Points – Fix reported on the following:

- Do you need a name badge? Fix will produce name badges using the old templates.
- 50 for 50: Closing ceremony June 6th, recognizing all of those who performed 50 hours of service. Unfortunately, conflicts with the Chancellor's luncheon.
- CACS (Chancellor's Advisory Committee on Staff): Discussed the charge of CACS. There are more questions than answers at this point; unsure whether charge includes performance management. CACS and Staff Assembly are to operate in parallel with different missions. Recently produced staff testimonials. Training.uci.edu is oriented around recognition and

awards; it has a thank you e-card sender. Consideration is being given to changing the recognition items given at the staff service awards; Cecilia and the CUCSA recognition workgroup have surveyed service awards system-wide to see what other campuses do.

- Anteater Equity Games went well. Joanie and Stephanie represented. We plan to continue to support the event in future years.
- Merit brown bag is coming up; encouraged to attend and ask questions. Space is limited, so be sure to register. The HR Merit website (<http://hr.uci.edu/partnership/merit/index.php>) FAQ has been improved with feedback. Not all departments are using the recommended performance review template. There are resources for individuals and departments. Merit model was a top-down UCOP decision.

Statements of Subject: Vice Chair's Report

Main Points – Thacker reported on the following:

- Excellence in Leadership Awards – Two recipients were selected from 29 nominees. Thank you to the review committee: Jason Valdry, Kasey Ning, Laurie Andress-Delaney, Megan Enciso, Stephanie Fix, and Veronika Vicqueneau. All nominees have been notified of their nominations and invited to the Staff Service Awards on June 8th. Trophies are on order.
- Council Elections – Nominations close Friday night. So far, we've received: 1 nomination for Vice Chair, 4 nominations for CUCSA First Year Delegate, 4 nominations for Finance Chair Elect, 1 nomination for Finance Chair. It's healthy to have a wide pool of candidates, so talk to your friends and introspect. Keep nominations coming. Updated election timeline: May 13: Nominations close, May 16 – May 27: Gather nomination acceptances and candidate statements, May 30 – June 3: Election polling

Statements of Subject: Immediate Past Chair's Report

Main Points – Aguirre was not present:

- None.

Statements of Subject: Community Relations

Main Points:

- Beach cleanup 6/4, zotmail tonight
- runDisney – 55 people attended and worked a water station. Pictures have been posted to Facebook. We have applied for the next run, which will be on Labor Day weekend Sunday.

Statements of Subject: Staff Appreciation

Main Points- Harrington reported on the following:

- We have Evita tickets for May 27 and 28
- The picnic theme will be Surf 'n SoCal.

Statement of Subject: CUCSA Delegates Report

Main Points – Fahr reported on the following:

- No official report
- Next meeting will be at Office of the President, June 1 – 3

Council Communications & Special Programs Report

Main Points – Enciso was not present:

- None

Statement of Subject: Web Communications Report

Main Points:

- Let Nader and Sarah know if you want changes to the website

- Will be sure to archive older features
- Idea: Committee multimedia reports at the end of the year
- Suggested: Present ideas to Web Communications for implementation. Allow them to manage content.

Statements of Subject: Education and Enrichment Report

Main Points: - Vicqueneau and Bourbon reported on the following:

- Waiting on a KUCI tour date
- Sad about cancellation of financial planning workshop. Need to work with HR to figure out a replacement. Intention was to develop a financial planning series.
- Meeting in June for new members. Looking for members for ideas and event planning/hosting
- May have a wine tasting event. Need to figure out billing and venue

Statement of Subject: Finance Report

Main Points— Ning reported on the following:

- Get reimbursement requests in before fiscal close

Statement of Subject: Scholarship Report

Main Points – Sagey and Lee reported on the following:

- Started a Google Drive folder
- Meeting next week as co-chairs
- Meeting with Fix, Thacker, and Aguirre soon
- First committee meeting in July, list of scholarship interested folks
- Internal calendar of events for planning? Joani to send long-term list of standing events. We don't post to the campus calendar because it is shared with everyone.

Statement of Subject: Marketing

Main Points – Ruth was not present:

- None

Action:

The meeting was adjourned at 1:59 PM

The next meeting is Thursday, June 9, 2016.