

**Staff Assembly Council Meeting Minutes  
September 10, 2015**

**SA Representatives:**

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

**Standing Committee Representatives:**

Community Relations	Laurie Andress-Delaney	present
	Mindy Han	absent
CUCSA Alumni Representative	Stephanie Fix	present
Education and Enrichment	Nicole Bourbon	absent
	Veronika Vicqueneau	present
Marketing	Greg Ruth	present
Scholarship	N/A	
Staff Appreciation	Joani Harrington	present
Web Communications	Jeremy Thacker	absent
	Adriana Collins	present

**Ex-Officio Representatives:**

Human Resources	John Daly	absent
A&PW	Kelly Oto	absent
Medical Center	Katie Stenton	absent

**Other Attendees:**

Jason Valdry  
Nancy Chen Lane  
Paul Sheirich  
Judy Baek

**Statement of Subject: Call to Order**

Main Points – The meeting was called to order by Fix at 12:00 pm.

**Statement of Subject: Welcome and Introductions**

Main Points – Welcome and introductions of all Staff Assembly Committee members, as well as UC Path representatives, Chen Lane, Sheirich, and Baek. UC Path presentation.

**Statement of Subject: Approval of Minutes**

None.

**Statements of Subject: Chair's Report**

Main Points – Fix reported on the following:

- Reported on SAC budget, and events that were cut due to monetary constraints such as food for the staff service awards, the summer kickoff party, and the bus to the UCLA football game.
- Will revise budget needs and resubmit. Need to add \$4000 for Lunch with Leadership budget.
- Planning a welcome event for the new Provost. Ramona suggested a pizza lunch possibly at Newkirk Alumni Center. Thacker and Enciso will work on this.

### **Statements of Subject: Vice Chair's Report**

Main Points – Thacker was not present.

- Next meeting will take place in Multipurpose Science & Technology Building (MSTB) room 232 (OIT Conference Room)

### **Statements of Subject: Immediate Past Chair's Report**

Main Points – Aguirre was not present.

- None.

### **Statements of Subject: Staff Appreciation**

Main Points – Harrington reported on the following:

- Only 10 pounds of landfill waste accumulated at staff picnic
- Next year, we need more help on the actual day of the event (early morning set up, transporting materials to park, help at tables). Will create a sub-committee solely for day of staff picnic help.
- Next year, rent truck for day of setup
- Need to take photos of storage area and dimensions and send to Ramona to see if we can get a new storage place

### **Statement of Subject: Education and Enrichment Report**

Main Points – Vicqueneau reported on the following:

- Beer tasting event at full capacity, filled first day event rsvp went out. Waitlist is just as long as rsvp list.

### **Statement of Subject: Web Communications Report**

Main Points –Collins reported on the following:

- Thacker and Collins conducting interviews for new Web Communications Chairs.

### **Statements of Subject: CUCSA Report**

Main Points- Fahr and Collins reported on the following:

- Idea to potentially have a staff monthly spotlight on our website. CACS does something similar.
- Going to create action items for engagement survey meeting with leadership

### **Statements of Subject: Finance Report**

Main Points — Ning reported on the following:

- None.

### **Statement of Subject: Council Communications Report**

Main Points – Enciso reported on the following:

- A couple of host spots are left Lunch with Leadership dates. Will send out Google doc again for people to sign up.

**Statement of Subject: Community Relations Report**

Main Points – Andress-Delany reported on the following:

- The UCI Brief is looking to feature SAC volunteer opportunities. This will hopefully help to recruit more volunteers for Community Relations committee.

**Statement of Subject: Marketing Communications Report**

Main points – Ruth reported on the following:

- None.

**Statement of Subject: Scholarship Report**

Main Points – Aguirre reported on the following:

- Aguirre working on scholarship while we find a replacement. Looking for committee chair/co-chairs
- Staff want more information on the scholarships, but we're waiting until position is filled and information is up to date.

**Statement of Subject: Ex-Officio Reports**

- None.

**Action:**

The meeting was adjourned at 2:00 PM

The next meeting is Thursday, October 8, 2015.