Staff Assembly Council Meeting Minutes
August 8, 2013

SA Representatives:
Chair Jason Valdry present
Vice Chair Dahlia Aguirre absent
Immediate Past Chair DeeDee Nunez present
Finance Chair Vacant
Finance Chair-Elect Lauri Newell absent
Council Communications and Special Programs Officer Laurie Andress-Delaney present
CUCSA (Sr.) Stephanie Fix present
CUCSA (Jr.) Gerson Gomez present

Standing Committee Representatives:
Community Relations Diane Dunn present
Megan Vu present
CUCSA Alumni Representative Raschel Greenberg present
Education and Enrichment Vacant
Marketing Greg Ruth absent
Scholarship Thu Pham present
Staff Appreciation Mike Puritz absent
Jennie Clacken present
Joani Harrington absent
Web Communications Vacant

Ex-Officio Representatives:
Human Resources Paige Macias absent

Other Attendees:
University Advancement Kirstin Brehm present
School of Social Ecology Adriana Collins present
Human Resources Ingrid Fahr present
School of Engineering Amanda Garcia-Hall present
OIT Jeremy Thacker present

Statement of Subject – Call to Order
Main Points: The meeting was called to order by Valdry at 12:06pm.

Statement of Subject - Welcome and Introductions
Main Points: The council introduced themselves and welcomed new representatives and guests.

Statement of Subject - Approval of Minutes
Main Points – Fix moved to approve the July meeting minutes. Nunez seconded the motion. The July meeting minutes were approved.

Action: Approved.

Statement of Subject: Report on Executive Meetings
Main Points- Valdry reported on the following:
• Nothing to report.

**Statement of Subject: Vice Chair’s Report**

Main Points – Aguirre reported on the following:

• Aguirre will talk to the Staff Assembly Committee Chairs to encourage them to reach out to their committee members and establish an annual recognition for their work in the committee in the form of a letter of appreciation. She wants Committee Chairs to put time into establishing a firm committee before planning events.

**Statement of Subject: Special Topics**

Main Points – Valdry reported on the following:

• Valdry suggests the council should speak with Communications about writing a piece on the Excellence in Leadership awards.
• Andress-Delaney will help organize the Ice Cream Social with PEVC Gillman.
• At the Alumni Lunch on October 3rd, Staff Assembly will have a goodie bag giveaway to distribute at our table. Volunteers are needed to staff the table.

**Statements of Subject – Education and Enrichment Report**

Main Points – Valdry reported on the following:

• Kirstin Brehm will be the new Education and Enrichment Chair.

**Action:**

**Statements of Subject – Web Communications Report**

Main Points – Valdry reported on the following:

• Jeremy Thacker will be the new Web Communications Chair.

**Action:**

**Statements of Subject – Marketing Report**

Main Points – Valdry reported on the following:

• The Staff Assembly list serve is now working. Staff Assembly Council should use the list serve to communicate with the entire Council.
• Fix reported that polo shirts will be ordered for Staff Assembly Council members to wear at events where Staff Assembly is represented. Fix also ordered Staff Assembly promotional items to distribute at events in order to make Staff more aware of Staff Assembly.

**Action:**

**Statement of Subject: CUCSA Report**

Main Points- Fix reported on the following:

• Fix asked if Staff Assembly should be involved in the Promise for Education campaign being promoted by the Office of the President. The Council decided not to get involved in order to focus on our own Staff Assembly fundraisers, but we will post information about it on the Staff Assembly web site.
• The next CUCSA meeting will be held from September 11-13 at UCSC.

**Action:**
Statement of Subject – Staff Appreciation Report
Main Points – Clacken reported on the following:
• Another email will be sent out to Staff about the upcoming Angels baseball game.
• The next Staff Appreciation meeting will be held on 8/21/13. They will solicit volunteers for the Staff Picnic at the meeting and then ask the Council to volunteer for the remaining spots.

Action:

Statements of Subject – Council Communications Report
Main Points – Andress-Delaney reported on the following:
• The Lunch with Leadership dates for the 2013-2014 academic year are being finalized. We will have 10 lunch events this year rather than 9.

Action:

Statements of Subject – Community Relations Report
Main Points – Dunn and Vu reported on the following:
• Nothing new to report.

Action:

Statements of Subject – Finance Report
Main Points – Valdry reported on the following:
• Staff Assembly Council will not have a Finance Chair this year and Newell will serve a full two years as Finance Chair Elect and Finance Chair, respectively. Mindy Han will serve as a back-up should Newell need assistance.

Action:

Statement of Subject: Scholarship Report
Main Points – Pham reported the following:
• Pham will begin soliciting bakers to bake for the next Bake Sale in September.
• Entertainment Books will be available in time to purchase at the Staff Picnic.
• The Scholarship Committee will be partnering with the Education and Enrichment Committee for a fundraising Beer Tasting event. More details will come later after the planning meeting.

Action:

The meeting was adjourned at 12:57 PM

The next meeting is scheduled on Thursday, September 12, 2013 at CAC Conference Room 1021.