

**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
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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.