

**Staff Assembly Council Meeting Minutes
February 14, 2013**

SA Representatives:

Chair	DeeDee Nunez	present
Vice Chair	Jason Valdry	present
Immediate Past Chair	Ingrid Fahr	present
Finance Chair	Mindy Han	absent
Finance Chair-Elect	Gerson Gomez	present
Council Communications and Special Programs Officer	Laurie Andress-Delaney	present
CUCSA (Sr.)	Jason Valdry	present
CUCSA (Jr.)	Stephanie Fix	present

Standing Committee Representatives:

Community Relations	Diane Dunn	present
	Andrea Wiley	absent
Education and Enrichment	Dahlia Aguirre	absent
Marketing	Greg Ruth	absent
Scholarship	Thu Pham	present
Staff Appreciation	Mike Puritz	absent
	Heather Ashbach	absent
Web Communications	Kim Lane	absent

Ex-Officio Representatives:

Human Resources	Paige Macias	absent
Medical Center	Tina Martinez	absent

Other Attendees:

School of Humanities	Johnathen Bodenschatz	present
Center for Emeriti and Retirees	Jeri Frederick	present
School of Humanities	Raschel Greenberg	present

Statement of Subject – Call to Order

Main Points: The meeting was called to order by Nunez at 12:05pm.

Statement of Subject - Welcome and Introductions

Main Points: The council welcomed guests Johnathen Bodenschatz and Jeri Frederick.

Statement of Subject - Approval of Minutes

Main Points – The minutes from the January 10, 2013 meeting were approved.

Action: Approved.

Statements of Subject – Scholarship Report

Main Points – Pham discussed the following:

- There will be five scholarship recipients who will receive \$400 each. The scholarship recipients will be chosen the week of February 25th.
- Pham met with Aguirre to plan the Wine Tasting Fundraiser event. They will contact the University Club to plan out the logistics. Pham and Aguirre are hoping to hold the event

near the end of April. John offered that he has a wine education background, if they need assistance in that area.

Action:

Statement of Subject – Marketing Communications Report

Main Points –Nunez reported the following:

- Sherry Main said Staff Assembly may use the existing logo for advertising purposes on easy-ups and banners. The next step is to get quotes on these products.
- Valdry asked Penny White why some staff members were removed from the Staff Assembly list serve. White is researching the problem and will let the council know.

Action:

Statements of Subject – Finance Report

Main Points –Gomez reported on the following:

- The total balance available for the Staff Scholarships is \$1952.05, which comes from the following line items: Donors Account carryforward- \$475.50, Fundraiser carryforward- \$1249.45, Entertainment Book profit- \$131.00, See’s Candies Sale profit- \$96.10.
- Jeri Frederick confirmed the Emeriti and Retirees Association will donate \$1000 toward the Scholarship Fund again this year and this will be a reoccurring donation every year. A general request for the funds needs to be sent to Jeri Frederick every fall.
- The total amount for the Excellence in Leadership awards will be \$1000 per recipient, plus an estimated \$100 for all of the recipients’ benefits. The council requests that this estimate for benefits costs be increased.

Action: Increase estimate for Excellence in Leadership awardee benefits.

Statements of Subject – Education and Enrichment Committee

Main Points –Nunez reported on the following:

- Aguirre held the first Education and Enrichment Committee meeting on January 30th.
- There were 26 attendees at the February 6 Valentine Card event.
- Aguirre is planning a self-defense class for either March 20th or March 28th.

Action:

Statements of Subject – CUCSA Report

Main Points – Valdry and Fix reported on the following:

- The next CUCSA meeting will be held in March at UCSB.
- Valdry is representing UCI Staff as part of a panel of UC Faculty, Staff and Students who will be presenting to the UC President search committee.
- The Engagement Survey report is completed. The next step is to make campus leadership aware of the results. There will be focus groups and town hall meetings at each UC campus.

Action:

Statement of Subject: Council Communications and Special Programs Officer Report

Main Points- Andress-Delaney reported the following:

- The Lunch with Leadership event on on January 22nd had 8 staff members attend. The lunch on February 7th had 7 staff members attend. The next lunch with Vice Chancellor Leet will be on March 13th.
- Ingrid Fahr will host the Lunch with Leadership event on May 23rd. Thu Pham will host the Lunch with Leadership event on June 13th.
- On the Lunch with Leadership announcements, we will include the following statement: “Selection is at the discretion of Staff Assembly to ensure all interested staff have an opportunity to attend.”
- The date for the Spring Forum with the EVCP has not been set.

Action:

Statement of Subject: Community Relations Report

Main Points- Dunn reported on the following:

- The committee plans to scale back on the number of events this year and target events that have high attendance and suit the organization.
- Planning to hold an Orange County Food Bank event.
- Planning to hold Second Harvest event in May.
- Wiley will step down as co-Chair in June. Dunn will step down as co-Chair in December. Wiley and Dunn have asked their committee to see if anyone is interested in being a Committee Chair.

Action:

Statement of Subject: Web Communications Report

Main Points- Nunez reported on the following:

- Lane updated the website and added the photo gallery. Lane would like to put up a new photo on the homepage.

Action:

Statement of Subject: Staff Appreciation Report

Main Points- No report was provided.

Action:

Statement of Subject: Report on Executive Meetings

Main Points- Nunez reported on the following:

- Nunez met with Associate Chancellor Ramona Agrela and discussed the Campus Climate Survey, Lunch with Leadership events, Arts Night, Pancake Breakfast, and nominations for Excellence in Leadership awards. Agrela did not have any new updates for the Council.
- There was a town hall meeting on February 20th about the campus going smoke-free.
- Raschel Greenberg was appointed as the CUCSA Alumni representative.
- Nunez attended the CACSS Outreach and Communication subcommittee meeting. The committee would like to come up with “Quarterly Questions” to ask the Chancellor, rather than “Monthly Questions.” They would like to compile questions and use them to interview the Chancellor.
- CACSS is trying to recruit members and get staff members more involved with CACSS.

- Nunez, Valdry, Fahr, Fix and Gomez met with Steve Juarez, Associate Vice President & Director of the State and Government Relations Office at UCOP on 2/11/13. He spoke about what they do with regard to advocacy compared to what is done at the campus level. Steve would like the UC representatives who will be traveling to UC Day in Sacramento to emphasize the value of the research university to legislators.

Statement of Subject: Vice Chair's Report

Main Points- Valdry reported on the following:

- Valdry is continuing his work on revising the Staff Assembly by-laws.

Statement of Subject: As Offered.

- Frederick asked if Staff Assembly would continue to promote the 2013 Healthy to 100 and Beyond program and events. Staff Assembly agreed to send out announcements for this program.
- Greenberg asked if the Quarter Century Club is still an ongoing program. Staff Assembly would inquire about continuing this program.

The meeting was adjourned at 1:50 PM

The next meeting is scheduled on Thursday, 3/14/13 at 110 Theory, Suite 250.