Staff Assembly Council Meeting Minutes  
July 11, 2013

SA Representatives:
Chair  Jason Valdry  present  
Vice Chair  Dahlia Aguirre  present  
Immediate Past Chair  DeeDee Nunez  present  
Finance Chair  Vacant  
Finance Chair-Elect  Lauri Newell  present  
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  
Education and Enrichment  Vacant  
Marketing  Greg Ruth  present  
Scholarship  Thu Pham  absent  
Staff Appreciation  Mike Puritz  present  
                    Jennie Clacken  present  
                    Joani Harrington  absent  
Web Communications  Vacant  

Ex-Officio Representatives:
Human Resources  Paige Macias  absent  

Other Attendees:
Human Resources  Ingrid Fahr  present  

Statement of Subject – Call to Order
Main Points:  The meeting was called to order by Valdry at 12:01pm.

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

Statement of Subject - Approval of Minutes
Main Points –The minutes from the June meeting will be tabled until our next meeting in August.

Action:  Tabled.

Statement of Subject: Report on Executive Meetings
Main Points-  Valdry reported on the following:
  •  There have not been any executive meetings since our last Staff Assembly meeting in June.

Statement of Subject: Vice Chair’s Report
Main Points-  Aguirre reported on the following:
  •  Aguirre will send out a call to the Staff Assembly council for rooms to host future Staff Assembly meetings.
Statement of Subject: Special Topics
Main Points- Valdry reported on the following:

- Valdry is working to fill the vacant spaces in the Staff Assembly Council. He will email and interview the leads he has been given.
- Valdry hopes to shorten the length of Staff Assembly Council meetings to one hour long. He asks that members who are unable to attend council meetings to email the entire council their notes prior to the meeting and that everyone reads the notes on their own time.
- Nunez reports that CACSS will take the lead on planning and hosting the annual Quarter Century Group luncheon, which will be sponsored by the Chancellor. She asked that Valdry let Ramona Agrela know this during his next meeting with her.

Statements of Subject – Scholarship Report
Main Points – Valdry reported on the following:

- The beer tasting event at the Pub will take place in late August or early September.
- There will be another Staff Bake Sale in late September due to the popularity of the previous sale.
- There will be another wine tasting event in October. The sale of Entertainment Books will also begin in October.
- Pham is planning to begin the See’s Candy fundraiser in November.
- Three out of the four 2012-2013 scholarship awardees have submitted their paperwork for reimbursement.
- Pham plans to begin accepting applications for the 2013-2014 Scholarship Recipients in September.

Action:

Statement of Subject: Education and Enrichment Report
Main Points- Aguirre reported on the following:

- Aguirre is working to find a replacement as committee chair.

Action:

Statement of Subject – Marketing Report
Main Points – Ruth reported on the following:

- Ruth and Fix met with a representative from OIT to discuss a potential social network amongst UCI Staff. Currently there is not a timeline for when the social network will be launched or what it will consist of. This social network could potentially allow for new channels to advertise Staff Assembly events and announcements.
- Ruth updated the template for the Staff Assembly emails.
- Fix explained she has a lead to obtain promotional materials for Staff Assembly. Fix will work with Aguirre and Puritz to have some materials ready before the Staff Picnic.

Action:

Statements of Subject – Web Communications Report
Main Points – Valdry reported on the following:

- Valdry is working on getting this position filled, and in the mean time send any urgent website updates directly to him.
**Statements of Subject – CUCSA Report**

Main Points – Fix reported on the following:

- The Engagement Survey Town Hall will be on 7/25/13 from 12-1pm in Bren Hall 6011. Lunch/light refreshments will be provided. There will be a 30-minute presentation about the Engagement Survey results and a 30-minute breakout session. This event will be co-sponsored by CACSS.
- The next CUCSA meeting will be from September 11-13 at UC Santa Cruz.

**Statement of Subject: Staff Appreciation Report**

Main Points – Puritz and Clacken reported the following:

- Tote bags will likely be the Staff Assembly giveaway this year. The committee will officially vote on the giveaway at their next meeting.
- UCI Dining will be the caterer for the Staff Picnic.
- There were 30 attendees at the Sushi event in June.
- There will be an Angel’s game on 8/18.

**Statement of Subject: Council Communication and Special Programs Report**

Main Points – Andress-Delaney reported on the following:

- Andress-Delaney will begin soliciting dates from Lunch with Leadership guests in the next month. The goal is to have the first Lunch with Leadership event in September with PEVC Gillman.

**Statement of Subject: Community Relations Report**

Main Points – Dunn and Vu reported on the following:

- The committee meetings for the next year have been scheduled. They will be held every other month on Friday.
- Vu is ordering more committee t-shirts for new volunteers.
- The next event will be the Living Peace series on 11/5.

**Statement of Subject: Finance Report**

Main Points – Valdry reported on the following:

- Nunez reported budget increase was approved.
- Valdry is working on getting this position filled.
- There is nothing new to report.
The meeting was adjourned at 1:01 PM