Staff Assembly Council Meeting Minutes
November 14, 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, 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, absent
CUCSA Alumni Representative: Raschel Greenberg, absent
Education and Enrichment: Kirstin Brehm, present
Marketing: Greg Ruth, present
Scholarship: Thu Pham, absent
Staff Appreciation: Mike Puritz, present
Staff Appreciation: Jennie Clacken, absent
Web Communications: Jeremy Thacker, absent

Ex-Officio Representatives:
Human Resources: John Daly, absent
A&PW: Amy Ruth, present

Other Attendees:
School of Social Ecology: Adriana Collins, present
Office of Information Technology: Issac Straley, present
Human Resources: Dyan Hall, present

Statement of Subject – Call to Order
Main Points: The meeting was called to order by Valdry at 12:08pm.

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

Statement of Subject - Approval of Minutes
Main Points –
- The September and October meeting minutes will be approved at the December meeting.

Action:

Statement of Subject: Report on Executive Meetings
Main Points- Valdry reported on the following:
• Valdry met with PEVC Gillman and asked that Staff start being included in Dean level recruitment committees.
• Valdry, Aguirre, and Fix met with other staff and President Napolitano during her visit. She seems enthusiastic and interested in Staff issues.

Statement of Subject: Vice Chair’s Report
Main Points- Aguirre reported on the following:
• The next Staff Assembly meeting will be holiday themed and subcommittee members will be invited. Aguirre would like council members to send her ideas about larger meeting spaces on campus to hold the meeting.

Statement of Subject: Special Topics
Main Points- Valdry reported on the following:
• Valdry and Harrington went to ASM and Human Resources respectively to discuss Staff Assembly in order to inform staff about Staff Assembly and get more engagement.
• More presentations to follow at department level all staff meetings.

Statement of Subject: Council Communications Report
Main Points- Andress-Delaney reported on the following:
• Andress-Delaney will put more specific directions on the EEE sign-up sheet for the Lunch with Leadership event RSVP. Some staff do not understand how the system works and she would like to make the RSVP as user friendly as possible.
• The next Lunch with Leadership event will be on November 15 with Vice Chancellor Parham.

Action:

Statement of Subject – Community Relations Report
Main Points – Valdry reported on the following:
• Nothing new to report.

Action:

Statements of Subject – Finance Report
Main Points – Valdry reported on the following:
• Valdry would like the council to spend more money on events so that we do not have a large carry-forward next fiscal year.

Action:

Statements of Subject – Scholarship Report
Main Points – Valdry reported on the following:
• The See’s candy fundraiser will begin in December.

Action:

Statements of Subject – Marketing Communications Report
Main Points – Ruth reported on the following:
• Zotmail will be replaced on November 21st by a new system.
Action:

**Statement of Subject: Education and Enrichment Report**
Main Points – Brehm reported the following:
- Brehm is considering planning an estate planning event. Hall let the council know Human Resources offers a similar event.

Action:

**Statements of Subject – Web Communications Report**
Main Points – Collins reported on the following:
- Collins and Thacker are considering different on-campus web services to host the Staff Assembly website.
- Collins and Thacker sought the opinion of the council to see if they thought a Staff Assembly app would be something we might want to create in order to information Staff about the council and our events. The council agreed an app might not be utilized efficiently.
- Aguirre suggested the council create a Facebook page.

Action:

**Statements of Subject – CUCSA Report**
Main Points – Fix and Gerson reported on the following:
- December meeting at UC Riverside

Action:

**Statements of Subject – Staff Appreciation Report**
Main Points – Puritz reported on the following:
- Nothing new to report.

Action:

**Statements of Subject – A&PW Report**
Main Points – Ruth reported on the following:
- The A&PW event on November 13th was a success. The next event will be a members only event.
- A&PW plans to have events in February, March, and April of next year.
- Ruth suggested that there should be an engagement fair to which all Staff organization can participate in.

Action:

The meeting was adjourned at 1:37 PM

The next meeting is scheduled on Thursday, December 12, 2013 at Education Building, Conference Room 3238.