

**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
	Megan Vu	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
	Jennie Clacken	absent
	Joani Harrington	present
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 21<sup>st</sup> 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 inform 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 13<sup>th</sup> 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.