

**Staff Assembly Council Meeting Minutes
September 12, 2013**

SA Representatives:

Chair	Jason Valdry	absent
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	absent
CUCSA (Jr.)	Gerson Gomez	absent

Standing Committee Representatives:

Community Relations	Diane Dunn	present
	Megan Vu	present
CUCSA Alumni Representative	Raschel Greenberg	present
Education and Enrichment	Kirstin Brehm	present
Marketing	Greg Ruth	present
Scholarship	Thu Pham	absent
Staff Appreciation	Mike Puritz	present
	Jennie Clacken	absent
	Joani Harrington	absent
Web Communications	Jeremy Thacker	present

Ex-Officio Representatives:

Human Resources	Paige Macias	absent
A&PW	Amy Ruth	present

Other Attendees:

School of Social Ecology	Adriana Collins	present
School of Humanities	Mindy Han	present

Statement of Subject – Call to Order

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

Statement of Subject - Welcome and Introductions

Main Points: The council introduced themselves and welcomed guests.

Statement of Subject - Approval of Minutes

Main Points –

- Nunez moved to approve the June meeting minutes. Thacker seconded the motion. The June meeting minutes were approved.
- Thacker moved to approve the August meeting minutes. Nunez seconded the motion. The August meeting minutes were approved.

Action: June and August meeting minutes are approved.

Statement of Subject: Report on Executive Meetings

Main Points- Aguirre reported on the following:

- The Chancellor spoke to the idea of having the Excellence in Leadership awardees speaking with staff to share their experience as leaders and effective managers.
- The Townhall meeting results were shared with the Chancellor.
- Staff Assembly will advertise the Promise Platform on our website, but will not attach itself to a promise.

Statement of Subject: Vice Chair’s Report

Main Points- Aguirre reported on the following:

- Staff Assembly Council updates will be officially attached to the meeting minutes.
- Aguirre would like to start inviting subcommittee members to meetings to show appreciation. Aguirre wants committee chairs to send her the subcommittee member’s contact information so she can send them an email to thank them for their service to Staff Assembly. Aguirre would like to create a list serve that contains the email addresses of all Staff Assembly committee members.

Statement of Subject: Special Topics

Main Points- Aguirre reported on the following:

- No new updates.

Statement of Subject: CUCSA Report

Main Points- Aguirre reported on the following:

- No new updates.

Action:

Statement of Subject – Staff Appreciation Report

Main Points –Puritz reported on the following:

- The Staff Picnic was a success. Puritz did not receive any complaints.
- Puritz suggests Staff Assembly make a small donation to KUCI to help them purchase a new sound system with an agreement that states KUCI will keep supplying the sound for the Staff Picnic. KUCI has been letting Staff Assembly use their sound system for the Staff Picnic for free for years.

Action:

Statements of Subject – Council Communications Report

Main Points – Andress-Delaney reported on the following:

- The Ice Cream Sandwich Social currently has 60 RSVPs. Another zotmail will go out to remind Staff to RSVP to the event. Lemonade will be provided as an alternative to those who are lactose intolerant.
- Han will host the first Lunch with Leadership event with Provost Gillman on 10/3/13. Puritz will host the 12/11/13 event with Assistant Chief of Police, Jeff Hutchinson, and Nunez will host the 3/4/14 event with Associate Vice Chancellor Belmont.

Action:

Statements of Subject – Community Relations Report

Main Points – Dunn and Vu reported on the following:

- Kate Klimow inquired whether the Community Relations committee would like to have a table at the Irvine Global Village event on 9/28/13. Dunn and Vu agreed with the Council that there is no enough time to set up a table and that UCI will be well represented at the event.

Action:

Statements of Subject – Finance Report

Main Points – Aguirre reported on the following:

- No new updates.

Action:

Statement of Subject: Scholarship Report

Main Points- Aguirre reported the following:

- No new updates.

Action:

Statements of Subject – Marketing Report

Main Points – Ruth reported on the following:

- No new updates.

Action:

Statements of Subject – Education and Enrichment Report

Main Points – Brehm reported on the following:

- Brehm will ask Ramona about potentially hosting a tour of the nuclear reactor on campus. She will ask Facilities about potentially hosting a tour of the underground tunnels.

Action:

Statements of Subject – Web Communications Report

Main Points – Thacker reported on the following:

- Thacker is trying to solve the permission issues with the website.
- Thacker plans to audit the website to get rid of outdated information.

Action:

Statements of Subject – A&PW Report

Main Points – Ruth reported on the following:

- A&PW will host a talk on 9/19/13. At the talk there will be a flyer with upcoming A&PW activities.
- A&PW plans to start a mentorship program and create development programs.

Action:

The meeting was adjourned at 1:15 PM

The next meeting is scheduled on Thursday, October 10, 2013 at Humanities Gateway 1002.