

**Staff Assembly Council Meeting Minutes  
July 7, 2016**

**SA Representatives:**

Chair	Jeremy Thacker	present
Vice Chair	Nicole Bourbon	present
Immediate Past Chair	Stephanie Fix	present
Finance Chair	Cathy Yates	present
Finance Chair-Elect	Paul Carrillo	present
Council Communications and Special Programs Officer		
CUCSA (Sr.)	Adriana Collins	present
CUCSA (Jr.)	Kathy Eiler	present

**Standing Committee Representatives:**

Community Relations	Laurie Andress-Delaney	absent
	Mindy Han	present
CUCSA Alumni Representative	Stephanie Fix	present
Education and Enrichment	Veronika Vicqueneau	absent
	Megan Enciso	present
Marketing	Greg Ruth	absent
Scholarship	Diane Sagey	absent
	Sandy Lee	absent
Staff Appreciation	Joani Harrington	present
Web Communications	Nader Bigdeli	absent
	Sarah Prom	absent

**Ex-Officio Representatives:**

Human Resources	Kevin Phillips	absent
A&PW	Kelly Oto	absent
Medical Center	Katie Stenton	absent

**Other Attendees:**

Jason Valdry  
Arielle Hinojosa  
Kasey Ning  
Bing Barcega

**Statement of Subject: Call to Order**

Main Points – The meeting was called to order by Thacker at 12:15 pm.

**Statement of Subject: Welcome and Introductions**

Main Points – Welcome and Introductions of newly elected council members and other staff joining the meeting.

**Statement of Subject: Approval of Minutes**

Will approve May and June minutes in August meeting.

**Statements of Subject: Chair's Report**

Main Points – Thacker reported on the following:

- Thank you to all outgoing officers, and welcome to newly elected officers

- Council in agreement to limit officer/committee reports to 10 minutes each. If more time/discussion is needed, will table until the end of the agenda
- Encourage your staff to attend open SA council meetings
- 16-17 budget should be similar to this past year's budget. Verbal approval received. Request for additional \$2500 did not get approved.
- Gather feedback regarding merit program to discuss with Dawn McKinley, possibly at next SAC meeting.
- Thacker is now ex-officio in CACS
- There will be meetings scheduled throughout the month with old and new officers to discuss roles, transition materials, etc. in particular chairs, CUCSA, and finance.

**Statements of Subject: Vice Chair's Report**

Main Points – Bourbon reported on the following:

- None.

**Statements of Subject: Immediate Past Chair's Report**

Main Points – Fix reported on the following:

- None.

**Statements of Subject: Staff Appreciation**

Main Points – Harrington reported on the following:

- Paddle boarding and kayaking set up with ARC for July and August.
- Galaxy game August 13<sup>th</sup>
- Looking at alternate locations for 2017 Pancake breakfast
- 2016 Staff Appreciation picnic – this year we are formally inviting/including the medical center staff
- Shuttles will be provided to bus in medical center staff
- Volunteer sign up for Staff picnic will be sent out via email
- Email Harrington if you need a photographer for any of your staff events

**Statements of Subject: CUCSA Report**

Main Points- Collins and Eiler reported on the following:

- UCI hosting CUCSA meeting in March. Plan to have open invitation for council members. Reception on second night open to all Staff Assembly Council, and select campus leaders.
- Possibly need replacement for Collins for September and December meetings. Fix volunteered, pending approval.
- Workgroup reports have been finalized. Chair and Vice Chair of CUCSA presented them to President Janet Napolitano.

**Statement of Subject: Web Communications Report**

Main Points –Bigdeli and Prom reported on the following:

- Send photos from recent events to Prom and Bigdeli.
- Will upload new headshots to website.

**Statement of Subject: Education and Enrichment Report**

Main Points –Enciso reported on the following:

- Photography 101 workshop in July, tour of Mesa Towers construction in August, wine tasting event in August/September.

**Statements of Subject: Finance Report**

Main Points — Yates reported on the following:

- Year-end budget handout.

**Statement of Subject: Council Communications Report**

Main Points— Enciso reported on the following:

- Enciso will be stepping down as Council Communications and Special Programs officer and join the Education and Enrichment committee as co-chair.
- Council, subcommittee members, volunteer list, and any recent applicants for officer/chair positions will be sent an email notifying them of vacancy and opportunity to apply. New officer will be appointed to fulfill remainder of the term (1 year).

**Statement of Subject: Community Relations Report**

Main Points –Han and Fix reported on the following:

- Fix organizing SA team for Cycle for Cures event June 10-11, 2017 at Angel Stadium. There will be a fundraising component.
- Make a Wish foundation has \$5000 commitment required when working with them. Concern regarding asking for too much money from staff too often. Will think about whether or not to move forward with Make a Wish.
- Stocking stuffer contact no longer works at UCI. Han will now coordinate this event. Considering doing collection bins earlier this year in order to give more time to collect more items. Will work with Parking to place bins. Don't want to overlap with Helping Hands.
- Fix holding meetings for RunDisney volunteers.

**Statement of Subject: Marketing Communications Report**

Main points – Ruth was not present.

- None.

**Statement of Subject: Scholarship Report**

Main Points – Sagey and Lee were not present:

- Will be reaching out to School's First contact in regards to possible future collaborations.

**Statement of Subject: Ex-Officio Reports**

Main Points – Phillip, Oto, Stenton were not present:

- None.

**Statement of Subject: Staff Advisor-Designate to the Regents**

Main Points –Valdry reported on the following:

- Met with President Napolitano. On Staff Advisor's agenda:
  - Focusing on future workforce – how to make UCI a more attractive place to work for millennials, generation x
  - Mental wellness/psychological 1<sup>st</sup> aid for staff
  - How to prevent workplace incidents – teaching staff which resources are available to them for self and others
- Fix noted there used to be walk-in counseling available for staff years ago. Eliminated possibly due to budget concerns. Request from council to bring up mental health concerns for staff and availability of on campus resources for staff.
- Next Regents meeting is July 19-21 at UCOP. If you want to watch the meeting, you can via their website <http://regents.universityofcalifornia.edu/meetings/>

***Action:***

The meeting was adjourned at 1:08 PM

The next meeting is Thursday, August 11, 2016.