Staff Assembly Council Meeting Minutes
February 14, 2019

SA Representatives:
Chair Kasey Ning present
Vice Chair Megan Enciso present
Finance Chair Kara McClyde present
Finance Chair-Elect Amanda Garcia-Hall absent
Council Communications and Special Programs Chair Connie Cheng present
Council Communications and Special Programs Chair-Elect Jamie Hernandez present
CUCSA (2nd year) Stephane Muller absent
CUCSA (1st year) John Bodenschatz present
Immediate Past Chair Pro Tem Jeremy Thacker present

Standing Committee Representatives:
Community Relations Alice Han present
Education and Enrichment Cathy Yates absent
Kamber Lamoureaux absent
Marketing Mei Deng absent
Scholarship Sandy Lee absent
Lynette Mabutol absent
Staff Appreciation Joani Harrington present
Web Communications Nader Bigdeli absent
Sarah Prom present

Ex-Officio Representatives:
Human Resources Pamela James present
Medical Center Justin Wang absent
Wellness Dyan Hall present

Other Attendees:
Stephanie Fix
Jason Valdry
Ingrid Fahr

Chair- Kasey Ning:
• Call to order at 12:08pm
• Introductions
• Budget updates:
  o Budget proposal has been submitted; pending review/approval
• Staff Advisors update:
  o Sherry Main
  o Kate Klimow
Propose staff advisors to attend breakfast (3/28)

Vice Chair-Megan Enciso:
  • Recruiting volunteers for Excellence in Leadership Nominations

Immediate Past Chair- Jeremy Thacker:
  • None

Finance- Kara McClyde:
  • Budget circulated around to group
  • Discussion of budget overview
  • Staff Picnic
    o Discussing additional costs that may arise with event equipment

Staff Appreciation- Joani Harrington:
  • See meeting agenda updates for notes and updates from Staff Appreciation
  • Pancake Breakfast:
    o HR will be bringing their “Write on the Wall” to this event

Community Relations- Alice Han:
  • Planning to meet with committee and provide updates next time

Scholarship- Sandy Lee and Lynette (Absent):
  • See meeting agenda updates for notes and updates from Scholarship Committee

CUCSA- John Bodenschatz:
  • John and Stephane looking at best practices and survey on Staff Assembly budgets UC wide
  • Stephane is working to generate results from past SA survey from FY13-14
  • Determining the end goal for meeting with President Napolitano in June
  • Looking to establish the costs of CUCSA and SA UC wide

Education & Enrichment- Cathy Yates and Kamber Lamoureux (Both absent):
  • None

Council Communications & Special Programs- Connie Cheng and Jamie Hernandez:
  • Lunch with Leadership held on 2/7 was a huge success! Thank you to HR for great collaboration
  • We will begin planning our next Lunch with Leadership Panel Series for May
  • Some glitches in UCLC system
  • Jamie to schedule a meeting with HR group and SA group to discuss LwL Panel Series going forward
  • Next event will be able to expand the attendance
  • Consider a different option for registration
  • For the Q&A portion of the event:
Propose questions for the registration from the attendees

- Additional funds ($500) for additional event. Please let us know if you have any ideas of an event we may plan to use the extra funds

Marketing- Mei Deng (Absent):

- None

Web Communications- Sarah Prom (Absent) and Nader Bigdeli:

- None

Ex-Officio:

HR- Pamela James:

- None

Wellness- Dyan Hall:

- Spinning off Engagement Ambassadors:
  - Re-vamping the program: Working with leaders, managers, and partners to help recruit ambassadors
  - Interest list coming out soon
  - Engagement Survey recruiter for each unit/school
  - Providing training for Engagement Ambassadors

- Staff Service Awards:
  - Bren Center- Approved
  - Proposal for additional milestones (3 years)
  - Proposing recognition for 1 year to appreciate staff for being a part of UCI
  - State of the Union potentially happening
  - Next year – target gifts; 3rd year – external vendor
  - Want immediate recognition on day of anniversary (not wait until June)
  - How to calculate service credit:
    - UCRP
    - Months
    - Most recent hire date
  - Will shift recognition to calendar year in second year

- Healthy Vending Initiative- Zotmail tonight
  - Implemented by June 30 of this year
  - 50% healthy items in all vending machines
  - Passive education – healthy items labeled

Meeting adjourned at 1:20pm