Staff Assembly Council Meeting Minutes
April 11, 2019

SA Representatives:
Chair: Kasey Ning, present
Vice Chair: Megan Enciso, present
Immediate Past Chair Pro Tem: Jeremy Thacker, 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, absent
CUCSA (2nd year): Stephane Muller, absent
CUCSA (1st year): John Bodenschatz, present

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

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

Other Attendees:
Jason Valdry
Ingrid Fahr
Stephanie Fix
Cecilia Preciado
Arielle Hinojosa-Garcia

CALL TO ORDER
- Meeting called to order at 12:06pm

WELCOME & INTRODUCTIONS

STAFF ADVISORS TO THE REGENTS (Sherry Main and Kate Klimow)
• Sherry Main held various Staff Assembly roles at UCI, left UCI after 15 years, went to UCSC, and returned to UCI in February
• Kate Klimow has been at UCI for seven years
• Staff Advisor to the Regents position established in 2005
• Currently reviewing applications for next two-year term
• Have seats at the table, but no vote
• What they do:
  o Represent all staff
  o Listen to stories/issues/concerns of staff via meetings and campus visits
  o Engage and reach out systemwide
  o Advocate for staff at regents meetings, which often focus on student and faculty issues
  o Serve on interview panels
  o Ensure campus-based staff heard at UCOP level
  o Fun facts: UC #3 largest employer in the state; 39 = average age of all staff with 7 years of service; 42 = average age of career staff with 9 years of service
• Current issues
  o Housing affordability/accessibility
  o Work life balance
• Reactions
  o Family leave
    ▪ Educating on family leave options and benefits that UC offers compared to state and other industries
    ▪ Staff would have to pay for it
  o Investment literacy
    ▪ Communicating to staff the breadth of benefits that are available
    ▪ Working on easy to understand brochure
    ▪ 90% funded pension (better than CalPERS)
• Recommendations from council
  o Look at faculty/staff to student ratios and increased student enrollment effect on workload
  o UCOP/HR communicate with staff via newsletter – include staff features (use other metrics to highlight staff)
  o Reduce staff stressors (i.e. encourage telecommuting, reduce parking costs, childcare options)
• Contact information
  o Sherry.main@ucop.edu
  o Kate.klimow@ucop.edu
  o Both can also be found via UCI email addresses
• Meet and Greet event will be Wed. 4/24/19 in MPAA from 12-1pm

TALENT DEVELOPMENT (Kohei Wada)
• Kohei new to campus, coming from private sector
• Developing an Enterprise Leadership Development Strategy
• Goal: culture/mindset change to empower employees to be engaged
• Focus on leaders first as they have an impact on the culture
• Improve employees’ experiences
• UCI will help leaders by:
  o Redefining what it means to be a leader
  o Identify key mindsets and capabilities
  o Provide opportunities and tools – not just a one-time event; ongoing throughout career
  o Tie with performance management
• Leadership Development Framework
  o Establish vision and direction; engage employees- have inclusive/supportive environment; deliver results
  o Implement enterprise-wide for leaders of all levels, but be level-appropriate
  o New leader onboarding; communication; change management; accountability; performance/Achieve; engagement/empower; enterprise-wide new hire orientation
  o Provide employees with a consistent experience across UCI
  o Recognize first day/week/year; life events; achievements/milestones; job changes/career development; feedback/performance/growth
  o Will have full curriculum: strategic alignment and goal setting; performance focused feedback; coaching for performance and development; leadership expectations event
  o One full year enterprise-wide onboarding; hope to be launched end of 2019
  o UCMC only place that has standard onboarding – takes place every other week

APPROVAL OF MINUTES
• Did not meet quorum. Will vote at May meeting.

CHAIR (Kasey Ning)
• Staff Advisor to the Regents Meet and Greet event will be Wed. 4/24/19 in MPAA from 12-1pm
• RSVP to Chancellor’s luncheon if haven’t already

VICE CHAIR (Megan Enciso)
• Excellence in Leadership awards
  o 26 nominations
  o Will send to committee to review
• Nominations for elections coming next month
• Staff Service Awards June 18
  o No food, but various awards will hold receptions for their recipients
  o Commencement-like processional
  o Invitations will be sent end of April
  o Centralized RSVP
  o Gillman will give State of UCI address
  o There will be website with information about event, as well as service vs. retirement credit info
  o Zotmail will be sent to all campus

IMMEDIATE PAST CHAIR PRO TEM (Jeremy Thacker)
• Please check and update your job descriptions for elected positions. Jeremy will send email reminder.
• https://staffassembly.uci.edu/about-staff-assembly/elected-administrative-officers/

FINANCE (Kara McClyde and Amanda Garcia-Hall)
• No updates

STAFF APPRECIATION (Joani Harrington)
• Breakfast
  ▪ 1543 attended breakfast
  ▪ Few people showed up between 5:30-6am; will return to 6am start time and extend to 9:30am
  ▪ Will put up signs asking people to bus their own tables
• Picnic
  ▪ Votes for theme close 4/12; will send out theme the following week

COMMUNITY RELATIONS (Alice Han)
• Beach clean-up on May 4 at Huntington State Beach from 8-12pm

SCHOLARSHIP (Sandy Lee and Lynette Mabutol)
• See updates for detailed information
  ▪ June 18 dine out conflict with service awards?
  ▪ May 21 dine out conflict with UC Walks?
• See handout regarding Giving Day

CUCSA (Stephane Muller and John Bodenschatz)
• No updates

EDUCATION & ENRICHMENT (Cathy Yates and Kamber Lamoureux)
• See updates for upcoming event details

COUNCIL COMMUNICATIONS AND SPECIAL PROGRAMS (Connie Cheng and Jamie Hernandez)
• May 7 Lunch with Leadership panel
  ▪ Finalizing event planning
  ▪ Circulated volunteer sign-up sheet; will send out via email again
• Arts event
  ▪ Planning for last two weeks of June
  ▪ Stay tuned for further details

MARKETING (Mei Deng)
• No updates

WEB COMMUNICATIONS (Sarah Prom and Nader Bigdeli)
• No updates

WELLNESS (Dyan Hall)

• UC Walks on May 21
• Spring Wellness Ambassador meeting on April 30
• Engagement Campaign in 3rd round: Pride in UCI
• If senior leaders are interested in treat cart, contact Dyan; treats are fully funded
• HR is offering a spinoff of Lunch with Leadership panel
  ◦ Medical Center reinstated small Lunch with Leadership events
  ◦ Meet the Cabinet series – first one on UCI brand
• Lactation accommodations forthcoming
• Working on wellbeing in learning environment – focus on TAs and faculty on enhancing the classroom environment
• HR developing 11 priorities to align Enterprise in the same direction
• Merit not yet approved

MEETING ADJOURNED 1:55PM