**Staff Assembly Council Meeting Minutes**  
**October 10, 2019**

**SA Representatives:**

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair</td>
<td>Megan Enciso</td>
<td>Present</td>
</tr>
<tr>
<td>Vice Chair</td>
<td>Connie Cheng</td>
<td>Absent</td>
</tr>
<tr>
<td>Immediate Past Chair</td>
<td>Kasey Ning</td>
<td>Present</td>
</tr>
<tr>
<td>Finance Chair</td>
<td>Amanda Garcia-Hall</td>
<td>Present</td>
</tr>
<tr>
<td>Finance Chair Elect</td>
<td>Jake Vo</td>
<td>Present</td>
</tr>
<tr>
<td>Council Communications &amp; SP elect</td>
<td>CrystalRae Lugo-Shearer</td>
<td>Present</td>
</tr>
<tr>
<td>CUCSA (2nd year)</td>
<td>John Bodenschatz</td>
<td>Present</td>
</tr>
<tr>
<td>CUCSA (1st year)</td>
<td>Lou Gill</td>
<td>Present</td>
</tr>
</tbody>
</table>

**Standing Committee Representatives:**

<table>
<thead>
<tr>
<th>Committee</th>
<th>Representative</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Relations</td>
<td>Alice Han</td>
<td>Absent</td>
</tr>
<tr>
<td>Education and Enrichment</td>
<td>Cathy Yates</td>
<td>Present</td>
</tr>
<tr>
<td></td>
<td>Kamber Lamoureux</td>
<td>Absent</td>
</tr>
<tr>
<td>Marketing</td>
<td>Mei Deng</td>
<td>Present</td>
</tr>
<tr>
<td></td>
<td>Angelica Yaghoubi</td>
<td>Present</td>
</tr>
<tr>
<td>Scholarship</td>
<td>Sandy Lee</td>
<td>Present</td>
</tr>
<tr>
<td>Staff Appreciation</td>
<td>Joani Harrington</td>
<td>Present</td>
</tr>
<tr>
<td>Web Communication</td>
<td>Sarah Prom</td>
<td>Present</td>
</tr>
<tr>
<td></td>
<td>Nick Ayo</td>
<td>Present</td>
</tr>
</tbody>
</table>

**Ex-Officio Representatives**

<table>
<thead>
<tr>
<th>Committee</th>
<th>Representative</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Human Resources</td>
<td>Pamela James</td>
<td>Present</td>
</tr>
<tr>
<td></td>
<td>Cecilia Preciado</td>
<td>Absent</td>
</tr>
<tr>
<td>Medical Center</td>
<td>Justin Wang</td>
<td>Absent</td>
</tr>
<tr>
<td>Wellness</td>
<td>Dyan Hall</td>
<td>Present</td>
</tr>
</tbody>
</table>

**Other Attendees:**

- Suzi Weaver
- Jason Valdry
Call to Order

- Megan Enciso called the meeting to order at 12:08pm

Approval of Minutes

- Joanie Harrington motioned to approve the minutes and Amanda Garcia – Hall seconded the motion. All were in favor. September minutes approved.

Chair

- Laura Curran- UC Path
  - January 2, UC Path goes live
  - UCPath Roadshows, Employees can go to either session (Managers or Employees).
  - Paper checks will eventually go away (January 2 for monthly and January 8 for bi-monthly) and be mailed directly to home address
  - Employee Experience Center: Goes live in December
    - One webpage with UC Path details
  - Oct 21 & 28 UC Path roadshow will be facilitated in Spanish
  - Creating a Merge Calendar
    - Share information with UC Path as your department plans the communication strategy.
  - Questions/Suggestions
    - Service staff who do not have readily access to get their UCNetID via computers
      - Create a Spanish webinar
      - Time at a computer lab with 1-1 assistance
    - Connect with ASUCI and AGS: to encourage students to attend UC Path roadshows. They can help promote the roadshow and possibly host a session for students.
    - Workshops for students regarding direct deposits and how to change their permanent address
    - What is the reminder to students to get reminders to change their information—student access?
    - Does UC RAISE connect with UC Path?
    - Previous history (AYSO) will not connect with UC Path

- New Web Communications Chair- Nick Ayo
- New Marketing Communications Co-Chair- Angelica Yaghoubi
- Openings for Scholarship Co-Chair and Community Relations Co-Chair

Vice Chair

- The Bylaws committee has met twice and has another meeting scheduled
- Minor changes in language and formatting to the Bylaws are being suggested
Immediate Past Chair

- Housing Assistance Application
  - It was mentioned that access may be an issue to an online form
  - Suggestions were to publicize via flyers and put a phone number for folks to contact
  - HR lobby has two to three computers available for public use
  - OIT helpdesk is a possible option for them to call (to get access to their UCI netID)

Finance

- No updates

Staff Appreciation

- Halloween Costume Contest – Thursday October 31 - we have 3 volunteers to help judge. $250 budget for gift cards, website is updated, monthly newsletter notice sent
- Arts Nights - for fall 2019, using promo codes instead of printed tickets – got additional offer of FREE tickets from CTSA
  - East meets West tickets 2pm show are sold out!! In one day, 100 tickets. Awesome.
- Pro-sports games - working on a few more games during fall quarter - no budget needed
- UCI sports - working with athletics on various games – no budget needed
- 2020 Breakfast - tentatively set for Tuesday, March 24 (week of spring break) $14K budgeted
  - Maybe at Anteatery
- 2020 Picnic - working on possible dates other than 3rd week of August to avoid religious observances. Need more volunteers on food lines. Working on updates to the picnic website with more maps of the picnic and an FAQ

Community Relations

- Event Calendar for the year
  - August: OC Food Bank
  - October: Helping Hands Application Out
  - November: HHAW Take 15 event, Helping Hands Application Deadline, Working Wardrobes Drive for Success
  - December: Helping Hands Delivery, Stocking Stuffer
  - March: Second Harvest Food Bank Irvine
  - May: Surf Rider Foundation Huntington Beach
  - June: Heritage Museum

Scholarships

- Recruited 5 more people to the committee
- Trying to do the 3rd Wednesday of every month...Blaze Pizza gives 50%...will honor till end of year
- Looking for new restaurant recommendations at UTC or Bluffs and locations near UCIMC
CUCSA

- CUCSA Work Group on Alternative Work Arrangements
  - Please send Lou any guidelines or policies your department has on how to request alternate work arrangements (how to apply, what is allowed, who decides, for how long, how it is evaluated?) Examples of successful alternate work arrangements by 10/10/19

- CUCSA December Newsletter
  - Please send Lou any updates from your area by 11/25/19

- Staff Assembly Survey
  - How does each of the SA operate
  - Will go out in October
  - December should receive data

- System Wide Staff Engagement Survey: in progress
  - Reviewing soon
  - And do comparisons to other UCs

- Retiree Employment Contributions
  - UC Regents did agree to half a percent increase for the next 6 years
  - UC Regents wants to see employee contributions as well, do not know percentage yet.

- Health Benefit Committee
  - No updates at this time
  - Future town halls regarding Health Insurance
    - Regarding how to structure

- UC Presidential Search
  - CUCSA will share concerns before the search committee, but do not have a seat on the Presidential search committee.
  - At the last presidential search, the committee met with the CUCSA group and provided feedback.

Education & Enrichment

- No Updates

Council Communications & Special Programs

- No updates

Marketing

- New co-chair. Angelica. Welcome!
- Send zotmail information to both

Web Communications

- No updates

Human Resources, Employee Engagement and Wellness

25 pairs left to win tickets to a hockey game. Bright People Bright solutions. Submit your ideas!
• **Staff Engagement Surveyed closed**
  - The results are here (specifically for campus).
  - See handouts
  - 76% participation level
  - Overall score 3.91...went up from 3.8
  - Train the trainers
    - How to access the data and imbed within the local department/schools
    - Hosting centralized people leader training (host in schools and dept.) tentative get data on 10/28
    - We are hoping to get individual contributor access....not so sure this will be available now. Technology glitch with this.
      - Right now Managers and Supervisors can see the information for their team
      - Managers responsible to share information
    - Town Halls -
      - Will focus on the big picture
      - One hour, get some information and snacks
  - Engagement Ambassadors are appointed

• **Wellness**
  - Highest level of Award from American Heart Association. Congrats!
  - Lactation Program moving forward to update current 14 rooms and add 7 more rooms. Will have a space in future building spaces—these spaces will be more multi spaces (spiritual, wellness, private space to administer medication, etc.)
  - Looking at enterprise wide as well
  - Health Beverage Initiative
    - UCI is participation
    - 140K coming to campus—to add more water refilling stations
  - Healthy Vending Catering Initiative
    - By end of year
    - 50% healthy options in vending machines
    - Enterprise wise
    - Catering is the next area
  - UCI Year of Yoga
    - All open to students, staff and faculty
    - Fit Squad open as well
    - Starting a Stretch program at UCI PD
  - Staff Interest Groups
    - Create a group for staff i.e.: knitting group
    - Goal is to help staff to connect with other staff via shared interest to assist with staff engagement.
  - Wellness Ambassadors
    - 11/20 Free Flu Shots @ Open Enrollment Fair
Tabled Discussion/Other Business

- Brilliant Future Campaign (Jason Valdry)
  - Goal is to raise 2 Billion....so far raised 700 million
  - 75 thousand unique alum engagement is the goal
    - Encourage Alum to attend an event, mentorship, come to speak on campus via campus organizations
  - Suggestion: send information to staff regarding the Campaign. Make context more accessible to staff and students.

Meeting adjourned at 1:51pm.

Next meeting is Thursday, November 14, 2019 at HG1010