**SA Representatives:**
Chair                  Megan Enciso     Present
Vice Chair            Connie Cheng     Present
Immediate Past Chair  Kasey Ning       Present
Finance Chair         Amanda Garcia-Hall Present
Finance Chair Elect   Jake Vo          Present
Council Communications & SP Elect Karissa Sorenson Present
CUCSA (2nd year)      John Bodenschatz Present
CUCSA (1st year)      Lou Gill         Present

**Standing Committee Representatives:**
Community Relations    Alice Han        Present
Education and Enrichment Cathy Yates     Present
Marketing              Mei Deng         Absent
Scholarship            Sandy Lee        Absent
Staff Appreciation     Joani Harrington Present
Web Communication      Sarah Prom       Absent
                        Nick Ayo          Present

**Ex-Officio Representatives:**
Human Resources        Pamela James     Present
                        Cecilia Preciado Absent
                        Andy Rivera      Absent
Medical Center         Justin Wang     Absent
Wellness               Dyan Hall       Present

**Other Attendees:**
Jeremy Thacker
Statement of Subject: Call to Order
• Meeting called to order by M. Enciso at 12:04 p.m.

Statement of Subject: Welcome & Introductions
• K. Sorenson will be taking on the Council Communications & Special Program Chair-Elect position for the remainder of the fiscal year

Statement of Subject: Approval of Minutes
• November 2019 minutes approved. K. Ning motioned to approve. Seconded by J. Harrington. All in favor. None opposed.

Statement of Subject: Chair
• Running low on SA name tags; plans in place to order one off name tags from Tustin Awards rather purchasing in bulk. None opposed.
• N. Ayo suggested the possibility of ordering “volunteer” name tags
• D. Hall suggested looking into UCI sign shop as an alternative vendor for name tags
• New SA polo shirts will be ordered; will work with Stephanie to order more. None opposed.

Statement of Subject: Vice Chair
• Proposed amendments to the SA bylaws were made and emailed out to SAC; once shared with R. Agrela and published through Zotmail, the proposed amendments to the bylaws will be voted upon
• Regarding the proposed amendments made to Article X - Quorum, J. Bodenschatz raised the concern that in the possibility of an under attended SA meeting a decision could be made by a small group
• J. Bodenschatz mentioned that a decision could possibly be reversed at a following SA meeting
• Regarding the proposed amendments to Article IX Section 6 – Nominations, Elections, and Terms of Office; J. Thacker clarified that a member who is ineligible for reelection to the same position may be appointed on an emergency case by case basis to fill a vacancy
• Team captains needed for American Heart Association’s Heart Walk on Saturday, March 14, 2020; contact Amanda Hughes for details

Statement of Subject: Immediate Past Chair
• None

Statement of Subject: Finance
• Processing past events

Statement of Subject: Staff Appreciation
• Arts Nights tickets secured; Zotmail notice will be sent on January 21 with ticket links activated on January 23
• Waiting to hear from Athletics on promoting specific games
• 2020 Staff Appreciation Breakfast scheduled for Tuesday, March 24 (Spring Break)
• 2020 Staff Appreciation Picnic website being updated with more maps and an FAQ; considering possible dates other than 3rd week in August to avoid religious observances

Statement of Subject: Community Relations
• Communicating with Andrea Chung from DCP in recruiting day of staff volunteers for professional wardrobe event for students; will have more updates next month

Statement of Subject: Scholarships
• Securing a Dine-out Fundraiser at Lemonade at Park Place for Wednesday, January 22 from 11:00 a.m. to 4 p.m.; once confirmed a flyer and Zotmail notice will be sent out shortly

Statement of Subject: CUCSA
• J. Bodenschatz looking for contacts with Irvine Company to discuss housing agreement for staff; D. Hall mentioned that Irvine Company discounts currently exist for employees as part of staff perks
• UCI will be hosting September 2020 CUCSA meeting; opportunity to introduce delegation to campus
• Looking for unique meeting locations and activities; suggested areas include DCE, The Cove, new interdisciplinary building, nuclear reactor, alligator lab, tunnel tour, The Anteatery, Campus Recreation
• Looking for dynamic speakers/campus leaders to speak about personal/professional trajectory

Statement of Subject: Education & Enrichment
• In collaboration with HR, “Discover Your Career Path” scheduled for January 15th; 29 people registered so far and working with Web Communications to send out another email blast
• Coffee Talk will be hosted in February, seeking suggestions for April and May
• Guitar workshop will be hosted in March; teaching all attendees how to play guitar in one hour

Statement of Subject: Council Communication & Special Programs
• Plans to meet with D. Hall to discuss HR & SA collaboration opportunities

Statement of Subject: Marketing
• Continue to send pictures and event updates to share via Zotmail and social media in efforts to interact with other departments and get SA’s name across campuses

Statement of Subject: Web Communications
• None

Statement of Subject: Human Resources, Employee Engagement and Wellness
• UC Path Employer Experience Center up and running; received positive feedback so far
• The new job classification system, Career Tracks, will be coming soon in March; HR will be providing training and information sessions regarding new system
• Women’s Summit scheduled for June 19; currently working on keynote and speakers
Meeting adjourned at 1:05 p.m.

Next meeting is Thursday, February 13, 2020 at HG1010