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 (Absent)
- CUCSA (1st year): Lou Gill (Absent)

Standing Committee Representatives:

- Community Relations: Alice Han (Present)
- Education and Enrichment: Cathy Yates (Present), Kamber Lamoureux (Absent)
- Marketing: Mei Deng (Present), Angelica Yaghoubi (Present)
- Scholarship: Sandy Lee (Present)
- Staff Appreciation: Joani Harrington (Present)
- Web Communication: Sarah Prom (Present), Nick Ayo (Absent)

Ex-Officio Representatives:

- Human Resources: Pamela James (Present)
- Medical Center: Justin Wang (Absent)
- Wellness: Dyan Hall (Present)

Other Attendees:

- Jeremy Thacker
- Stephanie Fix
Statement of Subject: Call to Order
- Meeting called to order by M. Enciso at 12:03 p.m.

Statement of Subject: Welcome & Introductions

Statement of Subject: Approval of Minutes
- January 2020 and February 2020 minutes will be motioned to be approved at next meeting in March

Statement of Subject: Chair
- Chancellor’s Luncheon on March 23; invite sent

Statement of Subject: Vice Chair
- Excellence in Leadership committee volunteers needed

Statement of Subject: Immediate Past Chair
- None

Statement of Subject: Finance
- None

Statement of Subject: Staff Appreciation
- Winter 2020 Arts Nights tickets all distributed
- 150 people entered in Ducks opportunity drawing for tickets; winners will be announced by February 24 and W. Nagel will send email about next steps in picking up hat
- Clippers to provide discount tickets for season; to be announced
- 2020 Staff Appreciation Breakfast set for March 24 (week of spring break); notice will go out in March newsletter
- 2020 Staff Picnic tentatively set for August 13 with budget pending approval of 2020-21 fiscal; picnic website will be updated with more maps of the picnic and an FAQ

Statement of Subject: Community Relations
- Community Relations Committee had meeting on January 24 to review remaining events
- Co-sponsoring Love Boutique, an event for undergraduate students to select professional attire for free; volunteers needed
- Anti-Cancer Challenge looking for volunteers for teams; anyone interested in joining committee contact C. Cheng
- M. Enciso mentioned that there were some concerns raised at a recent meeting about Helping Hands; seems to be an expectation of people applying to continuously receive something each year
- Need to address equity issue and develop some guidelines especially with increased amount applications in recent years, perhaps a cap per person

Statement of Subject: Scholarships
- 2020-21 scholarship applications will go live from April 15 – May 15, 2020
ZotFunder page being created to raise annual dollars in hopes of providing 20 scholarships ($10,000) this year (only 12 scholarships provided last year)

Giving Day is April 22; $170 requested to develop Giving Day Video (no line currently exists in budget)

J. Harrington mentioned that there is $120 available from last year’s picnic that may be used for the video

Contact S. Lee if you are interested in participating in the video

Requesting all council members to be Giving Day Ambassadors this year

Raising funds for scholarships and staff relief; welcome suggestions for any other funds to focus on this year

Looking for donors who are willing to make a challenge or match gift (can be as much as $50 to $250 for example)

Proposing a Give Your Start Year Initiative; for example, a start year of 2003 would be $20.03 monthly, quarterly or annually

Medical Center has own staff development funds; exploring the possibility to combine funds at main campus and Medical Center; if not possible, will explore in having current staff scholarship funds be available to Campus employees only

D. Hall mentioned that staff relief fund used to be overseen by Human Resources, but currently not actively managing the process; need clarification from R. Agrela and website should be updated to reflect any changes

Statement of Subject: CUCSA

M. Enciso on behalf of L. Gill and J. Bodenschatz – CUCSA meeting to be hosted by UCI in September; speakers and rooms confirmed but contact still needs to be signed

L. Gill and J. Bodenschatz will reach out for volunteers later

Statement of Subject: Education & Enrichment

Communicating Your Personal Brand Effectively (2/11) event was canceled due to instructor being sick; attendees encouraged to sign-up at next event on February 27

A. Garcia-Hall mentioned that the next Personal Brand event conflicts with the Ambassador Wellness Luncheon

Planning two events in March: Coffee Talk with Gregory Gallardo, Director of Facilities and Space Planning, School of Social Sciences (3/12, 9:00-10:00 a.m.) and Marlene’s Music (Learn to Play Guitar in a Day!) (3/26, 9:00-10:00 a.m.)

Looking into tree tour and KUCI tour

Statement of Subject: Council Communication & Special Programs

Collaborating with HR on a Special Program Series event to be tentatively held during spring quarter (April)

Meeting with D. Hall, C. Preciado, and J. Macias on February 20 to discuss further details

Statement of Subject: Marketing

None

Statement of Subject: Web Communications
Statement of Subject: Human Resources, Employee Engagement and Wellness

- New Employees Experience Center includes 31 employees and 4,100 cases created so far; 21% of cases have been completed through self-service
- Tours of EEC can be provided if interested
- UCI Job Search page is in progress, currently bare bones and not as user friendly as previous page
- Career tracks coming soon; more mapping coming to schools in March and validation/alignment to be effective October 1
- New employee orientation approved by Chancellor’s Cabinet; first one to be held in April at the new Cove location
- Two new start dates per month will need to be implemented in order to coincide with orientation dates
- UCI Campus Lactation Support Program Project underway; implementing minimum standards on current 14 lactation rooms and updating campus standards/design criteria to include a lactation room in all new construction/renovations
- Lactation pod rental will be presented at Women’s Leadership Summit, available for future campus events
- Wellness Ambassador Kick-off Meeting set for February 27 from 11 a.m. to 1 p.m. at the new Cove; all current Ambassadors will be asked to recommit participation
- Virus Prevention Awareness Day set for February 21; pick up promotional packet and campaign supplies from Aldrich Hall, Suite 415, anytime Monday - Friday, 8 a.m. to 5 p.m. by February 20 (Contact S. Sims, simss@uci.edu).
- UCI Walks set for May 13, contact D. Hall with any ideas and activities
- Assisting Students in Distress Red Folder will now include blue insert for staff to support colleagues and a green insert for faculty to support students in the classroom
- Recruiting for Chief Wellness Officer (academic position and endowed chair), first in the UC system to have this position; selected candidate to start in June/July
- Healthy beverage initiative almost completed
- Meet the Chancellor’s Cabinet with Dr. Goldstein already waitlisted; S. Prom mentioned that we could potentially increase capacity to 200
- Staff Service Awards set for June 16 at the Bren Events Center; credits can now be viewed on UC Path
- New service award pins will include years of service and “jewels”

Meeting adjourned at 1:05 p.m.

Next meeting is Thursday, March 12, 2020 at HG1010