

Staff Assembly Council Meeting Minutes
January 13th, 2022

SA Representatives:

Chair	Amanda Garcia-Hall	Absent
Vice Chair	John Bodenschatz	Present
Immediate Past Chair	Connie Cheng	Present
Finance Chair	Jake Vo	Present
Finance Chair Elect	Emily Jen	Present
Council Communications & SP Chair	Vacant	Absent
Council Communications & SP Chair Elect	Kaeleigh Hayakawa	Present
CUCSA (2nd year)	Lou Gill	Absent
CUCSA (1st year)	Jeremy Thacker	Present

Standing Committee Representatives:

Community Relations	Alice Han	Present
	Candice Dominguez	Absent
Education and Enrichment	Cathy Yates	Present
	Kamber Lamoureux	Present
	Karissa Sorenson	Present
Marketing	Sarah Prom	Absent
Staff Appreciation	Joani Harrington	Present
Web Communication	Vacant	Absent
	Vacant	Absent
Scholarship	Sandy Lee	Present
	Patricia Anderson	Present

Ex-Officio Representatives:

Human Resources	Pamela James	Present
Medical Center	Kelly Shedd	Present
Wellness	Dyan Hall	Present

Other Attendees:

Stephanie Fix		Absent
Gretchen Verdugo		Absent

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Statement of Subject: Call to Order

- Meeting called to order by John B. at 12:02 p.m.

Statement of Subject: Welcome & Introductions

Statement of Subject: Approval of Minutes

- December 2021 minutes approved. Joani H. motioned to approve. Seconded by Jeremy T. All in favor. None opposed.

Statement of Subject: Chair

- Updates from Amanda G.H. provided by John B.
- Amanda G.H. and John B. will be identifying an activity for council to do during a monthly meeting.
- A transition to hybrid meetings is on the horizon but dependent on future university decisions around remote learning this quarter.
- Council should continue to share the Web Communications opportunities with colleagues. Have those interested email Amanda G.H. and John B.
- All January events will be virtual. An update on events is expected from campus leadership.
- A request for the 2022-2023 budget was submitted in December.

Statement of Subject: Vice Chair

- John B. share that he is beginning to hear concern among staff regarding what hybrid work opportunities are being provided by units. Additionally, there is some concern around inflexibility and expense of parking for staff with hybrid work schedules. Nothing in between day passes and a full monthly permit.

Statement of Subject: Immediate Past Chair

- Connie C. had no updates.

Statement of Subject: Finance

- Emily J. and Jake V. had no updates.

Statement of Subject: Staff Appreciation

- Joani H. shared that Staff Appreciation is still promoting the discounted professional sports events. Individual staff members can determine whether they'd like to attend or not based on their own safety and preference.
- The next discounted professional sports event is a Clippers game.
- Joani H. mentioned that Aldrich Park is going to be getting some large renovation and update soon. The outdoor picnic event will need a different location. The ARC fields may be a good location or multiple smaller picnics could be done closer to the core campus.

Statement of Subject: Community Relations

- Alice H. shared that the community is planning new "how to" events.
- The next two topics for "how to" events are:
 - How to make banana bread.
 - How to make four ingredient Indian porridge.

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Statement of Subject: Scholarships

- Patricia A. and Sandy L. held a meeting with their committee in December and delegated multiple tasks out in preparation for the scholarship cycle and Giving Day. The committee will be busy through the spring.

Statement of Subject: CUCSA

- Jeremy T. announced that CUCSA is accepting nominations for their annual systemwide staff awards. There is an award for Outstanding Staff Member and one for Outstanding Senior Leadership.
 - More information on each award:
 - <https://cucsa.ucla.edu/kevin-mccauley-outstanding-staff-award/>
 - <https://cucsa.ucla.edu/outstanding-senior-leadership-award/>
- CUCSA delegates will be presenting their campus' nominations at the upcoming March meeting and all delegates will subsequently vote.
- Please let Jeremy T. or Lou G. know if there are suggestions for nominations.
 - Sandy L. suggested nominating Chancellor Gilman.
 - John B. suggested nominating some of the Excellence in Leadership winners.
 - Jeremy T. suggested nominating Ramona Agrela.

Statement of Subject: Education & Enrichment

- Cathy Y. and Kamber L. had no updates.

Statement of Subject: Council Communication & Special Programs

- Kaeleigh H. had no updates.

Statement of Subject: Marketing

- Sarah P. not present.

Statement of Subject: Web Communications

- Not present.

Statement of Subject: Special Committee on Campus Culture

- No updates on this special committee.

Statement of Subject: Human Resources, Employee Engagement and Wellness

- Pamela J.
 - COVID-19 Updates
 - During the fall quarter the campus had 396 cases compared to the last two week of December where there were 360 reported campus cases. The first eight days of January saw 1820 cases included 250 staff.
 - Campus is experiencing a huge surge and currently has a 16% testing positivity rate. This is compared to Orange County as a whole which has a 27% testing positivity rate.

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- Staff are able to go pick up two home antigen tests at the Bike Kiosk. About 5,000 were obtained initially, but the university anticipates receiving and distributing more.
- All campus members are required to receive their booster vaccine by January 31st to remain in compliance with the vaccine program. A list of exceptions can be found online.
- Currently only six individuals are on notice for termination due to noncompliance with the vaccine program.
- Masks can be obtained from the campus. Email safety@uci.edu to figure out where to pick them up. If you want N95 masks, a brief UCLC training must be completed first.
- John B. shared concern from staff, faculty, and students around “rubber banding” effect of back and forth with in-person and remote.
- HR recently presented to the Chancellor’s Cabinet on the impact of the proposed presidential policy on abusive conduct/bullying in the workplace.
 - Back in September of 2019, HR submitted and received approval on a proposal for raising awareness about abusive conduct/bullying and training leaders.
 - This project was delayed in early 2020 due to COVID.
 - Between March 2021 and August 2021, accountability for this conduct was built into performance programs, the Employee Workforce Relations (EWR) team prepared to investigate complaints, and a new website was launched.
 - This past September a training was launched for all leaders. Approximately 500 leaders have attended so far and shared positive feedback.
 - The presidential policy review period ends February 7th and it is anticipated that this policy will support employee understanding of what this conduct is and how to report it.
- Dyan H.
 - Bright Horizons:
 - New bank of ten uses of back up care available through October 31st.
 - Virtual camps begin January 15th. Back up care uses can be used for this.
 - HR is seeing high usage of Bright Horizons.
 - All graduate students are eligible to use Bright Horizons.
 - Employee Assistance Program:
 - New 2022 webinars, including the people leader series which focuses on emotional intelligence and supporting and communicating with staff.
 - A new dedicated website for EAP is coming this winter and a mailer will be sent to employee homes.
 - HR Ambassadors:
 - Wellness Ambassadors: registration for 2022 is currently open. There Are about 100 ambassadors and the kick off meeting will be scheduled for February 11th.
 - Engagement Ambassadors: cleaning up the list for 2022 with a winter meeting planned for February 4th.
 - SSIHI Wellbeing Programs Extended: there continues to be no cost for virtual small group and one-on-one wellness offerings.
- Kelly S.
 - Held first inaugural wellness meeting. This group will be meeting again next month for follow up and creating tangible outcomes from the first meeting.

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- Session zero held for the Diabetes Prevention Program. There are still a couple spots left, if interested please contact Kelly S.
- Chat with Chad program was canceled for January and they're hoping to start up again in February either in-person or virtually.
- Winter of Joy and Wellness Wednesday promotions are happening at UCIMC.

Statement of Subject: Other Proposed Business

- Jeremy T. shared observations of the slowness of reclassification and equity reviews and concern with the lack of transparency around timelines and causes.
 - Patricia A. shared that as of 2022, all salary actions have to go through HR now and this is impacting departments hiring.
 - Pamela J. shared that the positions whose work focuses on these areas are not filled fully and a change in turnaround should be noticed soon.
 - Concerns over the length of turnaround can be sent directly to Pamela J., who can assist in determining where an equity or salary review is at.
- Sandy L. shared that Juneteenth has been added the staff holiday calendar in ZotPortal.
 - There is also a new centralized staff calendar on the HR website:
<https://hr.uci.edu/staff-calendar/>

Meeting adjourned at 1:09 p.m.

Next meeting is February 10th at 12:00 p.m. via Zoom.