

**Staff Assembly Council Meeting Minutes**  
**April 14th, 2022**

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**SA Representatives:**

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

**Standing Committee Representatives:**

Community Relations	Alice Han	Present
	Candice Dominguez	Absent
Education and Enrichment	Kamber Lamoureux	Absent
	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	Absent
Wellness	Dyan Hall	Present

**Other Attendees:**

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**Statement of Subject: Call to Order**

- Meeting called to order by Amanda G.H. at 12:03 p.m.

**Statement of Subject: Welcome & Introductions**

**Statement of Subject: Approval of Minutes**

- February 2022 and March 2022 meeting minutes to be approved at next meeting in May 2022.

**Statement of Subject: Chair**

- FLASH, now SHA, Committee launch this spring, looking for the right number of participants.
- Focus group for Staff Assembly Council, on Future of Work model. Will be led by Pamela's office, to be held April 19, 2:30-4:00pm.
  - Pamela J. shared that the opportunity is optional and recognizes that the focus group is short notice; welcome to attend if you have input to share.
- New Web Communications Chair Dianne Kwok starts on May 1.
  - Amanda G.H. thanked Sarah P. for taking on both positions in the interim, excited to welcome Dianne and have more of a complete council.
- In-person Staff Assembly meeting in May! Will be held hybrid, please contact Amanda G.H. if you will attend in-person or via Zoom, as the date nears, so we plan microphones appropriately.

**Statement of Subject: Vice Chair**

- John B. shared more information around the FLASH committee:
  - FLASH renamed to Staff Housing Assistance (SHA) partially in effort to streamline and simplify marketing purposes.
  - Launched on March 1; Stephen Whelan to create service-based model/workflow.
- Elections approaching soon; John B. encouraged SA to reach out to others to apply.
- Excellence in Leadership nominations will be pushed back; exploring ways to improve the redacting process of applications and providing caliber examples to nominators.

**Statement of Subject: Immediate Past Chair**

- Connie C. absent; no updates.

**Statement of Subject: Finance**

- Emily J. had no updates.

**Statement of Subject: Staff Appreciation**

- Joani H. provided updates to the following upcoming events and opportunities:
  - May have some funds for Arts Nights tickets for spring 2022.
  - Working on possible dates and expected costs for staff breakfast with UCI Food Services.
  - All pro-sport ticket options up-to-date and published.
  - The Chancellor's Office is leading a committee to plan a large "welcome back to campus" event. for faculty and staff. No updates since first meeting March 9.

**Statement of Subject: Community Relations**

- Alice H. mentioned upcoming how-to-series on beanie sewing in May.

**Statement of Subject: Scholarships**

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- Sandy L. shared that the scholarship deadline is approaching on April 15; a record 98 applications received so far, and 57 applications are pending.
- Sandy L. mentioned that Giving Day is approaching which includes \$450 collective challenge and Diane Sagey \$1,000 pledge; please consider donating at least \$5 and share with your network to increase number of gifts.
- Patricia A. mentioned that we can provide \$6,000 worth of scholarships this year, but it would only cover about 9% of applications. High interest in scholarships requires more support.

**Statement of Subject: CUCSA**

- Lou G. and Jeremy T. absent; Amanda G.H. provided updates on behalf of CUCSA:
  - Last quarterly meeting will be in-person and is scheduled for the first week in June; co-hosted by UCOP and UC Berkeley. Visit will include one hour meeting with President Drake.
  - UCI is slated to host the first quarterly meeting in the fall. More to come on planning.
  - Dennis McGiver (UC Riverside) will assume the position of Chair and we will be electing a new Chair Elect at the June meeting
  - Congratulations once again to Dyan Hall as the recipient of the Kevin McCauley Memorial Outstanding Staff Award.

**Statement of Subject: Education & Enrichment**

- Karissa S. shared past and upcoming events being hosted by Education and Enrichment:
  - 22 people attended Plant Like a Local with Irvine Ranch Water District on April 12.
  - 28 people have RSVP'd to Practicing Mindfulness Through Japanese Tea Ceremony with Sochi Nomoto on May 19 at 12:00-1:00PM via Zoom.
  - Dates scheduled for Professional Development Summer Series (location TBD).
    - My UC Career with Talent Acquisition Manager, Andrew Rivera (June 21 at 12:00-1:00PM)
    - Resume Writing with Talent Acquisition Manager, Andrew Rivera (July 12 at 12:00-1:00PM)
    - Personal Branding with Senior HR Business Partner, Blanche Ellis (August 2 at 12:00-1:00PM)

**Statement of Subject: Council Communication & Special Programs**

- Kaeleigh H. absent; Amanda G.H. provided updates on behalf of Council Communications & Special Programs:
  - Virtual Lunch with Leadership taking place next week on April 19 featuring Dean Frances Contreras. If anyone is interested in attending from council, they can send Kaeleigh H. an email. Currently have 12 people registered to attend.

**Statement of Subject: Marketing**

- Sarah P. absent.

**Statement of Subject: Web Communications**

- Sarah P. absent; Amanda G.H. mentioned that new Web Communications Chair Dianne Kwok starts on May 1st.

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**Statement of Subject: Special Committee on Campus Culture**

- John B. mentioned that Special Committee on Campus Culture is exploring guided small group conversations through Living Room Conversations platform. Possible topics included belonging, race, inclusivity, future of work, etc.
- Exploring how to increase relations with affinity groups on-campus.
- No updates on who will be chairing committee.

**Statement of Subject: Human Resources, Employee Engagement and Wellness**

- Pamela J. mentioned the following updates:
  - Covid positivity rate has increased on campus; asymptomatic testing continues to be available at the UCI Student Center Monday-Friday.
  - Achieve is due at the end of April; please encourage colleagues to complete.
  - Future of Work Project underway; developing long term recommendations about what the future of work will look like at UCI (i.e., what has worked well, what hasn't worked well, etc.)
    - Investing in technology and hoteling spaces
    - Creating a definitive statement of change
    - Developing talent and retention strategies
    - Reviewing compensation
      - John B. asked what metrics will be used to engage performance? What do we do when the economy shifts?
        - Pamela J. mentioned providing a framework and guidance to school leadership. Exploring demystifying compensation training for supervisors.
      - Amanda G.H. asked if there are any updates on directives with student assistants?
        - Pamela J. shared that its ultimately up to each unit.
- Dyan H. mentioned the following updates:
  - Virtual tutoring program expanding to include adults.
  - Bright Horizons Summer Camps registration opened April 8.
  - Exploring new name options for Employee Assistance Program (EAP); including news website and home mailer in spring 2022.
    - New on-demand webinar: Coping During Uncertain Times
  - UC Diabetes Prevention Program is going strong with new cohort that began on March 30; summer session TBD.
  - Anthem Replaced myStrength App with Learn to Live.
  - All gifts for Staff Service Awards will be sent out to home addresses; quarter of a century club luncheons returning and including medical employees into the opportunity.
  - Promoting on-site activities with FitSquad.
    - Fee waived for Spring
    - Yoga, Bldg 27 Lawn, Wed 6:00-6:40p
    - Yoga & Zumba, Classroom B, M-TH 5:15-6:05p
  - Mental Health First Aid classes all full.
    - Certifications: 4/29, 5/10, 5/25, 6/7, 6/24
    - Overview Sessions: 4/1, 5/6, 6/3

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- Manager Well-being Toolkit has great resources to promote wellness and team appreciation; includes out-of-office response templates.
- Hosting Sharing Our Pandemic Experiences: Restorative Sessions (SSIHI) for healthcare workers.
  - Rotating Thursdays, 10-3p or 3-8p
  - Bldg 3 Courtyard & DH 4002
- Wellness Council's next meeting is on April 18<sup>th</sup>
- Coming Soon
  - Culinary Medicine (4/15, 5/13)
  - UC Moves More (May)
  - Chat with Chad (4/25 & 5/27)
  - Hospital Week (5/9-5/13)
    - All on-site (coffee cards, massage therapy etc.)
  - Manager/Supervisor Engagement Training Series with Kathy Hills (45 min)
  - Why Engagement Matters (5/4)
  - Measuring Engagement (6/1)
  - Turning Survey Results Into Action (6/29)
  - Build Your Engagement Action Plan (7/27)
    - Registration coming soon to UCLC

Meeting adjourned at 1:33 p.m.

**Next meeting is May 12th at 12:00 p.m. via Zoom.**