

Staff Assembly Council Meeting Minutes  
December 8, 2022

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**SA Representatives:**

Chair	John Bodenschatz	Present
Vice Chair	Lou Gill	Present
Immediate Past Chair	Amanda Garcia-Hall	Present
Finance Chair	Emily Jen	Present
Finance Chair-Elect	Ephie Bakou	Absent
Council Communications & SP Chair	Amanda Walsh	Present
Council Communications & SP Chair-Elect	Clare Cheng	Present
CUCSA Delegate (2nd year)	Jeremy Thacker	Absent
CUCSA Delegate (1st year)	Kaeleigh Hayakawa	Absent

**Standing Committee Representatives:**

Community Relations	Candice Dominguez	Absent
Education & Enrichment	Kamber Lamoureux	Absent
	Karissa Sorenson	Present
Marketing Communications	Vacant	Absent
Scholarship	Sandy Lee	Present
	Patricia Anderson	Absent
Staff Appreciation	Joani Harrington	Present
Web Communications	Dianne Kwok	Present

**Ex-Officio Representatives:**

Human Resources	Pamela James	Absent
Medical Center	Kelly Shedd	Absent
Engagement & Wellness	Dyan Hall	Absent

**Other Attendees:**

Gretchen Verdugo	Present
Greg Rotherberg	Present

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**Statement of Subject: Call to Order**

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

**Statement of Subject: Welcome & Introductions**

- Lou G. welcomed everyone. Everyone shared their favorite holiday movie and/or program.
- Lou G. mentioned that we will have a guest speaker, Greg Rotherberg, from the ARC to talk to us about what are available for staff at the ARC and programs they have that we can take advantage of.

**Statement of Subject: Approval of Minutes**

- November minutes will be held off from approval due to lack of members in the meeting.

**Statement of Subject: Chair, Vice Chair, Immediate Past Chair Updates**

- Lou G. shared Chair's updates for John B.:
  - The CUCSA members went to the Reagent's meeting, and presented and advocated for a 10% salary increase for policy-covered staff for next year. The Reagent decided not to move forward with the 10% of salary increase, but they offered 4.6% increase.
  - We received the full approval to launch the Staff Housing Assistance Program in mid-January. The committee is going to send out a ZotMail explain what the program is and how staff can access.
  - Our SA budget proposal is due on December 16, 2022 to the HR team. Please contact John B. to let him know if there is any unforeseen expense or increase and any item you are responsible for. John B. will then include that into our budget.
  - John B. is looking for volunteers to start discussing a new council member who would do vendor and donor relationships to foster fundraising opportunities and build connections with the existing vendors and reach out to potential vendors.
  - Joani H. asked if this position could be a more than one year term and get a Corp Card for the person to make things easier especially on relationship building and purchasing.
  - Student staff position updates: there are advantages and disadvantages to both of the Student Affairs Admin Intern and Social Ecology student internship programs. John B. and Lou G. will meet with people from the Social Ecology student internship program to find out more information. The goal is to fill the student staff position for this year first so we can adjust as needed for the next years.

**Statement of Subject: Discussion – UCI NetID's**

- Group UCInetID's have been set up and Emily has already sent a notification email to each council chair for account activation.

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**Statement of Subject: Finance**

- No updates other than the UCInetID email accounts.

**Statement of Subject: Staff Appreciation**

- Joani H. updated:
  - Arts Nights – received a number of FREE tickets from CTSOTA – ALL offers updated to SA website and Zotmail notices
  - Scavenger Hunt – ALL winners notified and sent gift cards as stated on the SA Scavenger Hunt information webpage
  - Halloween Costume Contest – ALL winners notified and sent gift cards as stated on the SA Halloween Costume Contest webpage
  - Festively Fun photos – SA website updated and Zotmail notices sent – survey to submit photos is active
  - Everything is all set up for the Angels game which will take place in April. Zotmail and website will be ready by then.

**Statement of Subject: Community Relations**

- Candice D. not in attendance.

**Statement of Subject: CUCSA**

- Lou G. updated that CUCSA had their meeting at UC, Riverside last week. The group continues to working the retention work. You should receive updated information from CUCSA about their town halls, monthly speaker seminars for career development and activities.

**Statement of Subject: Education and Enrichment**

- Karissa S. updated that the group visit to the UCI Langson IMCA will be on Friday, December 9 at 10:00 a.m. for their newest exhibit, [Echoes of Perception: Peter Alexander and California Impressionism](#). Join Education & Enrichment for coffee at Press & Moka Coffeehouse before the museum (anytime between 9:00-9:50 a.m.).

**Statement of Subject: Scholarships**

- Sandy L. updated that her team needs to work on some pre- and post-selection verification process to the awarded scholarships so there are some delays for the announcement. They are trying to get the notifications out by Friday, December 9 and make the announcement before the winter break.
- If anyone is interested to join the Scholarships committee as a co-chair, please reach out to John B., Lou G. or Sandy L.

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

- Pamela J., Dyan H. and Kelly S. not in attendance.

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**Statement of Subject: Web Communications**

- Dianne K. asked if we usually send out newsletter in January because we will be on admin break. After discussion, Dianne K. will work on the website and newsletter, and schedule to send it out on January 2.
- Sandy L. suggested that we can have a shared folder for event photos. Dianne K. mentioned that we have a folder in the SA Google Drive. Joani H. will share some staff picnic photos with Dianne K.

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

- Amanda W. shared that we had the Lunch with Leadership, Vice Chancellor Sherry Main, Strategic Communications & Public Affairs on November 15. We had about 18 people registered and 12 shown up in person. We partnered with one of the departments that she oversees, Community and Government Relations, who ordered the lunch boxes for the event.
- Walking with the Engineering Dean, Magnus Egerstedt, event will take place on December 13, 2022. Breakfast will be provided. We also have Dean Egerstedt booked for the next Lunch with Leadership event on January 19, 2023.
- We are also looking at hosting a Lunch with Leadership event with the School of Arts Dean, Tiffany López, in February, 2023. Once the date and location are confirmed, we will send information to Dianne K. for website and newsletter.
- Sandy L. asked if we can promote the Scholarship application information at the events. Sandy L. will send information to Amanda W. and Clare C.
- Sandy L. also mentioned that she can ask Dean Ian Williamson for the Lunch with Leadership event for late February.

**Statement of Subject: Speaker**

- Lou G. introduced the featured speaker, Greg Rotherberg who is the director of Campus Recreation.
- Greg R. mentioned that the ARC is fully operational now. ARC offers staff and faculty memberships, and that are also open to partners and spouses. Members can also bring kids with age up to 18 years old to the facility. For faculty and staff memberships, a family can take advantage of the membership prices - the first membership is full price, and the second membership for the partner or spouse is half price.
- ARC also offer Team Challenge/Team Building activities, such as (high/low) Ropes Course programs in groups for departments, student organizations and staff units. ARC also offer cooking classes for team building activities in the kitchen area.
- ARC installed four pickleball courts in this 2022 Fall quarter. They are establishing an exclusive pickleball-only membership for people who only want to play pickleball at ARC.
- ARC is offering pickleball classes for both group and private. Information has not been advertised yet, but the group lessons are one-hour session for five to six weeks long. Private lessons can be customized.

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- Sandy L. asked if there are opportunities for ARC to build basketball or pickleball courts in the campus and open to staff. Greg R. answered that there are no plans for the campus to create fitness related spaces because of land/space issues.
- Amanda G. asked about the children's time and Greg R. answered that [children's time hours and related policy](#) are listed on the ARC's website under Facility Hours. Unfortunately, there is no childcare center/babysitting on site.
- Sandy L. mentioned that she will reach out to Greg R. later for alumni discount information.
- Greg R. mentioned that ARC still offers night activities such as full moon paddle event.
- ARC is doing some work now to possibly get a expansion/renovation project in the spring quarter.

**Meeting adjourned at 1:18 p.m.**

**Next meeting is January 12 at 12:00pm., meeting via Zoom**