

Staff Assembly Council Meeting Minutes  
October 12, 2023

---

**SA Representatives:**

Chair	Lou Gill	Absent
Vice Chair	Steph Muller	Present
Immediate Past Chair	John Bodenschatz	Present
Finance Chair	Ephie Bakou	Present
Finance Chair-Elect	Mayu McKenzie	Present
Council Communications & SP Chair	Clare Cheng	Present
Council Communications & SP Chair-Elect	Nancy Arroyo	Present
CUCSA Delegate (2nd year)	Kaeleigh Hayakawa	Present
CUCSA Delegate (1st year)	Amy Fujitani	Present

**Standing Committee Representatives:**

Community Relations	TBD	
Education & Enrichment	Talor Enos	Absent
	Qilin He	Present
Marketing Communications	Jessica Banfield	Present
Scholarship	Sarah Yoo	Present
	Gretchen Verdugo	Present
Fundraising	Sandy Lee	Present
	John Bodenschatz	Present
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	Present

**Other Attendees:**

Jeremy Thacker		Present
Megan Encino		Present
Stephanie Fix		Present

Staff Assembly Council Meeting Minutes  
October 12, 2023

---

**Statement of Subject: Call to Order**

- Meeting called to order by Steph. at 12:18 p.m.

**Statement of Subject: Approval of Minutes**

- September minutes approved by a majority vote. Motion by Jeremy Thacker / Second by Joani Harrington.

**Statement of Subject: From the Chair, Vice Chair and Immediate Past Chair**

- **Amanda Walsh, Chair of Community Relations:** has left UCI. Thank you for your service to the Staff Assembly.
- **We need a Community Relations Chair:** please reach out to colleagues to help find someone who can step into the role.
- **Meeting with the Chancellor:** John presented an overview of the events that the Staff Assembly organized last year. Lou went over the events planned for this year. The chancellor is a strong supporter of the Staff Assembly and its mission. Link to presentation:  
<https://drive.google.com/file/d/1o4YoRjiDeKXi1sJbnV0CBvKI2yLRsNqJ/view>
- **Excellence in Leadership nominations/Staff Appreciation Week:** nominations can not be submitted [online](#) until November 9, 2023.
- **Listserv moderation/accountability:**
  - Dianne/John would like to get a list of all the email lists that the Staff Assembly currently has and determine which committee should be managing them moving forward.
- **Vice Chair:**
  - Steph is starting to evaluate the Excellence in Leadership nominations.
  - There are still a few spots available to sign up for the virtual class the Chancellor will be teaching on free speech. Please let Steph know if you would like to sign up.
- **Immediate Past Chair:**
  - John had no additional updates.
- **Year in Review Document**
- **Megan Encino - Chancellor's Year of Free Speech**
  - Megan is Staff Assembly previous chair and she is the representative for Staff Assembly on the Steering Committee
  - Staff Assembly committees are encouraged to create events for staff related to free speech on topics such as freedom of expression, a panel, etc. Events should be submitted to the steering committee to be advertised on the website for the program.

**Statement of Subject: Finance**

Staff Assembly Council Meeting Minutes  
October 12, 2023

---

- Effie circulated this year's final budget via email.

**Statement of Subject: Staff Appreciation**

- Joani is collecting submissions for a virtual scavenger hunt taking place this week.

**Statement of Subject: Community Relations**

- 

**Statement of Subject: Scholarships**

- Sara: the fall cycle for [The Mike Puritz Career Enhancement Scholarship Program](#) will conclude on Oct 15, 2023 .

**Statement of Subject: CUCSA**

- Amy: working with work groups on various projects. A presentation was made in favor of a 7% increase for policy covered employees to offset the anticipated increase for the employees contribution for benefits.

**Statement of Subject: Education and Enrichment**

- Quinlin hosted an event on How to Use Microsoft Teams and Office 365 in September. It was so successful that she is planning a second event in November.

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

- The first lunch with leadership is taking place on Nov 2, 2023 with Jennier Day dos Santos, Assistant Dean of the School of Social Ecology.

**Statement of Subject: Marketing**

- No updates.

**Statement of Subject: Web Communications**

- No updates.

**Statement of Subject: Fundraising**

- Sandy: Giving Tuesday is coming up on November 28, 2023. Funding will be allocated to support the [The Mike Puritz Career Enhancement Scholarship Program](#).

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

- **Dyan Hall** UCI Health Affairs is the umbrella name for all UCI Health and HS. UCI Health is a medical center and ambulatory location (all non HS) employees. UCI Health Sciences is still an all academic Health School. Shifting from using the term staff to co-worker. Diabetes prevention initiative is launching a new program. Engagement survey data is being prepared for distribution next month. Horizon backup care - the year ends at the end of this month. The program will be renewed but with a focus on emergency/backup care.

Staff Assembly Council Meeting Minutes  
October 12, 2023

---

**Meeting adjourned at 1:04 p.m.**

**Next meeting is on December 14, 2023 at 12:00pm., meeting at DEC or via Zoom**