



2018-2019 Staff Assembly Executive Board (SAEB)
Meeting Minutes
TUESDAY, OCTOBER 23, 2018

Olmstead Hall, Room 3324 | 12:15 - 2:00 p.m.

Meeting was called to order by Ross French at 12:17 p.m.

In Attendance

X	Dizon, Daisy (DD)	X	Petrini, Crystal (CrP)
X	Ebina, Penni (PE)	X	Pierce, Cherie (ChP)
X	French, Ross (RF)	X	Ramirez, Veronica (VR)
	Haro, Ricky (RH)	X	Salgado, Julie (JS)*
X	Lozano, Johnathan (JL)	X	Talbot, Jen (JT)
	McGee, Paige (PM)		Van Horn, Katherine (KV)
X	McIver, Dennis (DM)		

There are currently thirteen (13) positions on the Board filled (12 voting), quorum is currently nine (9) people (2/3).

** Not a voting member*

Only majority is needed for votes

1. Number of Voting Members Present: 9

2. Number Absent: 3

Excused: 3 (RH, PM, KV)

Approval of Previous Meeting Minutes

The minutes from 10/9/18 and 10/23/18 will be reviewed at the next meeting.

Announcements

Advancement – Peter Hayashida

Gallup 10 Internal Staff Engagement Survey

Living the Promise Campaign Celebration

Employee Staff Engagement Workgroup

Intranet Recognition Forum

Quarterly Supervisor Trainings

Benefits Fair

Board Member/Committee Reports

Board Member/Committee Reports:

- Secretary, Jen Talbot
- Director of Events, Ricky Haro
- Co-Directors of Communications, Veronica Ramirez & Paige McGee
- Director of Fundraising, Daisy Dizon
 - Anonymous cash donor with a network of support
 - Cash or check and preference for SA to designate use (thru Foundation)
 - Gift/Pledge form from Foundation with envelope and pre-filled for SA
 - Gift Acceptance and Procedure Manual
 - CPF
 - Joint letter; WW to send out this week and copy DD
 - Society 54
 - Payroll deduction alone is not Society 54; needs to be \$54 over the year
- Director of Involvement & Recognition, Johnathan Lozano
- Co-Directors of Outreach, Dennis McIver & Katherine Van Horn
 - NSO moved to afternoon for SA
- Director of Professional Development, Cherie Pierce
- Treasurer, Penni Ebina
- Immediate Past President, Julie Salgado
- Vice President/President-Elect, Crystal Petrini
 - Shirts sizes needed to be ordered from OnTarget vendor; Black
 - Staff Assistance Request
 - 12 years and health issues; new condition; has child; yes previous assistance in October 2017
 - ChP will reach back out and ask additional questions to confirm necessity
- President, Ross French
 - General Meeting
 - Chancellor Wilcox and Bob Daley special speakers
 - RF and PE to order 3-5 easels
 - PM and VR print “Ross” Bucks and flyers/handouts
 - Flyers
 - PM and VR provide flyers for Halloween costume contest, holiday party, general meeting, and benefits fair
 - SFCU Bank Account
 - No update
 - AMP
 - Support but distinctively different from Staff Assembly

Agenda Items

N/A

Decisions/Votes

None

Calendar & Notes/Comments

Date	Event	Time	Location
September 12, 2018	Provost Larive Vice Chancellor Bomotti SAEB Meeting	3:00pm-3:45pm	Hinderaker 3 rd Floor Conference Room
September 13, 2018	Chancellor's Picnic	11:30am-1:00pm	Hinderaker Lawn
September 25, 2018	Associate Chancellor Victorino SAEB Meeting	12:15-1:00pm	Hinderaker Basement Conference Room
October 8 - October 31, 2018	Halloween Office Costume Contest	Entries Deadline 12:00pm on 10/31/2018	Online
October 9, 2018	Vice Chancellor Plumley SAEB Meeting	12:15pm-2:00pm	UC Mexus Offices
October 11, 2018	Thursday Night Live	5:00pm	HUB Patio
October 11, 2018	Healthy Campus Inaugural Celebration	11:00am-1:00pm	Bell Tower/Upper Plaza
October 15, 2018	UCOP Travel Roadshow	TBD	HUB
October 23, 2018	Vice Chancellor Hayashida SAEB Meeting	12:15pm-1:15pm	TBD
October 25, 2018	UCR Benefits Fair	10:00am-2:00pm	HUB 302
November 8, 2018	Fall General Meeting	12:00pm-1:00pm	HUB 302
November 17, 2018	Scot Fest Tabling/Homecoming	1:00pm-3:00pm	TBD
November 27, 2018	Chancellor Wilcox SAEB Meeting	12:15pm-12:45pm	Hinderaker Basement Conference Room
December 14, 2018	Staff Assembly Holiday Party	2:00pm-5:00pm	HUB 302
February 6, 2019	Winter General Meeting	12:00pm-1:00pm	HUB 302
April 10, 2019	Community Partner Fair (CPF)	10:30am-1:30pm	HUB 302 and 355
April 19, 2019	Highlander Day of Service	12:00pm-1:00pm	TBD
May 7, 2019	Self-Care Fair	11:30am-1:30pm	TBD
May 8, 2019	UC Walks	11:30am-1:30pm	TBD
April 30 - May 6, 2019	Staff Assembly Elections	Winners will be announced at Spring General Meeting	Online
May 22, 2019	Spring General Meeting	12:00pm-1:00pm	HUB 302
June 4, 2019	Staff Assembly Volunteer Luncheon	12:00pm-1:00pm	Alumni & Visitors Center
June 20, 2019	Outstanding Staff Awards	5:30pm-7:00pm	Chancellor's House
July 18, 2019	Staff Assembly End of Year Event	2:00pm-4:00pm	TBD

Next Meeting

Tuesday, November 13, 2018

12:15 - 2:00 p.m.

SRC South

Motion to adjourn was made by Ross French at 2:30 p.m. and was passed unanimously.

Respectfully submitted,

Jen Talbot

Jen Talbot

Secretary, UCR Staff Assembly Executive Board