



2018-2019 Staff Assembly Executive Board (SAEB)
Meeting Minutes
THURSDAY, FEBRUARY 28, 2019

SOM, 2661 | 12:15 - 2:00 p.m.

Meeting was called to order by Ross French at 12:22 p.m.

In Attendance

	Girod, Jeff (JG)	X	Petrini, Crystal (CrP)
X	Ebina, Penni (PE)	X	Pierce, Cherie (ChP)
X	French, Ross (RF)		Ramirez, Veronica (VR)
X	Haro, Ricky (RH)		Salgado, Julie (JS)*
X	Lozano, Johnathan (JL)	X	Talbot, Jen (JT)
X	McGee, Paige (PM)	X	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: 10

2. Number Absent: 3 (JG, VR, JS)

Excused: 3 (JG, VR, JS)

Approval of Previous Meeting Minutes

The minutes from January 22, 2019 and February 14, 2019 were reviewed and approved unanimously.

Announcements

Guest Speaker, Andrew Larratt-Smith, Ombuds

Board Member/Committee Reports

Board Member/Committee Reports:

- Secretary, Jen Talbot
- Director of Events, Ricky Haro

"Many Talents, One Mission"

<http://staffassembly.ucr.edu/>

- Co-Directors of Communications, Veronica Ramirez & Paige McGee
- Director of Fundraising, Daisy Dizon
- Director of Involvement & Recognition, Johnathan Lozano
 - Get Recognized
 - RF and FF to recognize Bobby
- Co-Directors of Outreach, Dennis McIver & Katherine Van Horn
 - DM provided RF list for volunteers
 - Reach out to Extension
 - List of outside orgs for UCR and keep track
 - 2 events in March
 - SOM and Arts Block
- Director of Professional Development, Cherie Pierce
- Treasurer, Penni Ebina
- Immediate Past President, Julie Salgado
- Vice President/President-Elect, Crystal Petrini
 - Unable to attend next week Provost Town Hall
 - Unable to attend CPF
 - Elections are coming up for SA; please let CrP know if returning or not
- President, Ross French
 - CUCSA next week
 - Town Hall
 - Encourages SA board members to attend and ask a question at Town Hall, Wednesday, 12-1 in HUB 302
 - CPF
 - Julie mostly organizing event/not Outreach
 - Next week will map out room for RH. RH to order food if not already taken care of.
 - UC Walks
 - May 8th but may move; Julie Chobdee will ask SA for assistance; JL to provide volunteers
 - Spring General Meeting
 - May 22nd
 - Speaker, Ombuds
 - Spekaer #2 might be from Extension
 - Spring Celebration Event
 - TBD; softball idea
 - ChP recommend ice cream booth for people to take on way home
 - LEAD/AMP/UCRSA
 - Host Google research on team building in joint event; date TBD
 - Staff Memorial Event
 - 2/3 people to recognize have been spoken to
 - RF will put order in and replace a misspelled plaque
 - Highlander Day of Service
 - Last year, students took all spaces
 - RF requested RH to reach out to alumni office to get event details

Agenda Items

CPF
 UC Walks
 Spring General Meeting
 Spring Celebration Event
 LEAD/AMP/UCRSA
 Staff Memorial Event

Decisions/Votes

1. 1/22/2019 Minutes
 - a. Discussion/Debate: None
 - b. Questions: None
 - c. Motion to approve by ChP, second by DM
 - i. Unanimously approved
 - d. Vote/Count
 - ii. Total Number of Members Voting: 10
 - iii. Abstentions: 0
 - iv. Recusals: 0

10	Approve/Accept/In Favor/Yea
0	Opposed/Nay

2. 2/14/2019 Minutes
 - e. Discussion/Debate: None
 - f. Questions: None
 - g. Motion to approve by ChP, second by DM
 - i. Unanimously approved
 - h. Vote/Count
 - ii. Total Number of Members Voting: 10
 - iii. Abstentions: 0
 - iv. Recusals: 0

10	Approve/Accept/In Favor/Yea
0	Opposed/Nay

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	12:15-2:00pm	UC Mexus Offices
October 11, 2018	Thursday Night Live	5:00pm	HUB Patio
October 11, 2018	Healthy Campus Inaugural Celebration	11am-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	Hinderaker, 3 rd Floor Conference Room
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 15, 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 12, 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

Thursday, March 14, 2019

12:15 - 2:00 p.m.

TBD

Motion to adjourn was made by Ross French at 2:00 p.m. and was passed unanimously.

Respectfully submitted,

Jen Talbot

Jen Talbot

Secretary, UCR Staff Assembly Executive Board