



2019-2020 Staff Assembly Executive Board (SAEB)
Meeting Minutes
TUESDAY, JUNE 9, 2020

Via Zoom | 11:00a - 12:45p

Meeting was called to order by Crystal Petrini at 11:07 p.m.

In Attendance

x	Girod, Jeff (JG)	x	Petrini, Crystal (CrP)
x	Ebina, Penni (PE)	x	Gochicoa, MaryAnn (MG)
x	French, Ross (RF)*	x	Davis, Allura (AD)
x	Rodnuson, Charlie (CR)	x	Heun, Chris (CH)
x	Lozano, Johnathan (JL)	x	Van Horn, Katherine (KV)
x	Dennis McIver (DM)	x	Battle, Valerie (VB)
x	Loretta Vandivier*	x	Ashley Demshki*

There are currently twelve (12) positions on the Board filled (11 voting); quorum is currently seven (7) people (2/3).

** Not a voting member*

Only majority is needed for votes

1. Number of Voting Members Present: 11
2. Number Absent: 0
- Excused: 0

Approval of Previous Meeting Minutes

05/23/2020 minutes reviewed and unanimously approved.

Announcements

None.

Board Member/Committee Reports

Board Member/Committee Reports:

- Secretary, Chris Heun
 - Chris was notified he would be receiving a temporary layoff notice on June 15 (effective July 1) and would have to resign his position as Secretary for FY2020-21.

- Director of Events, Valerie Batlle
 - Cooking demo, not many attendees but it was recorded. Fridays may not be a good day to hold them attendance wise.
- Director of Communications, Jeff Girod
 - Budget: For next meeting discuss how to support staff being furloughed or laid off? Meet w/ Penni this week?
- Director of Fundraising, MaryAnn Gochicoa
 - No updates
- Co-Directors of Involvement & Recognition, Johnathan Lozano & Kathy Van Horn
 - Meeting w/ Jeff re: OSA offline. Ross has been making changes: will update Jeff and Loretta.
 - Kathy: Please see email about book club.
- Director of Outreach, Allura Davis
 - Invited staff members to register for 5k and download Nike app, listen to Spotify playlists, take photos of participants wearing UCR gear.
- Director of Professional Development, Charlie Rodnuson
 - No updates
- Treasurer, Penni Ebina
 - Leadership to challenge staff to participate in 5k
- Immediate Past President, Ross French
 - No Updates
- Vice President, Dennis McIver:
 - No updates
- President, Crystal Petrini
 - Crystal elected to CUCSA board! Congrats!

Agenda Items

- Outstanding Staff Awards - Johnathan
 - Volunteer of the year: Need names (Julie S, but could make a case for Aaron - hasn't been afraid to engage where he sees the need); Also for Ashley D
 - Qualtric link sent in chat to vote
 - Need votes for OSAs to be submitted (see JL's reminder email): Actual OSA were created a while ago. The documentation isn't really there - it's mostly institutional knowledge at this point. When Dennis's term begins in July, can we call for a working group to look at the award and the verbiage around it? Clarification about each award (The 4 categories for the awards should fit certain types of work for campus.) would help SA. Johnathan would volunteer to help Breanna as she begins her term. **Date Change: July 14th at 5pm** (to accommodate Chancellor's schedule)
 - Quick recap of turnout from Resume Workshop - Charlie
 - 25 staff who showed and were engaged. Can we put the presentation on the website? Didn't record it, but do have presentation.
 - Discussion with board on re-opening scholarship application - Charlie
 - Requests from staff re: rollout of Franklin Covey by HR. Open that up during the summer? Access to scholarships? Dennis says it makes sense, but will require coordination w/ new board. We do have a transitional event coming up, might want to wait until then to bring it up. Might be worth collecting info on the cost to se

Decisions/Votes

1. Meeting Minutes 05/23/20

- a. Discussion/Debate: Amend the minutes to reflect CR was present
- b. Questions: None
- c. Motion to approve by JL, second by DM
 - i. Approved
- d. Vote/Count
 - ii. Total Number of Members Voting: 11
 - iii. Abstentions: 0
 - iv. Recusals: 0

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

New Action Items

None.

Past Action Items

None.

Calendar & Notes/Comments

Date	Event	Time	Location
September 9, 2019	Informal Luncheon w/ Chancellor	12:00 p.m. – 1:00 p.m.	SSB 2201
September 12, 2019	Chancellor's Staff & Faculty Picnic	11:30 a.m. – 1:00 p.m.	Hinderaker Lawn
November 7, 2019	Fall General Meeting	11:00 a.m. – 1:30 p.m.	HUB 302
December 13, 2019 (pending confirmation)	Staff Assembly Holiday Party	12:30 p.m. – 5:00 p.m.	HUB 302
February 13, 2020	Winter General Meeting	11:00 a.m. – 1:30 p.m.	HUB 302
April 14, 2020 (postponed; Date TBD)	Community Partner Fair (CPF)	8:00 a.m. – 5:00 p.m.	TBD
May 21, 2020	Spring General Meeting	11:00 a.m. – 1:30 p.m.	HUB 302

Next Meeting

Tuesday, June 23, 2020

11:00 a.m. - 12:45 p.m.

To be conducted via Zoom until further notice

Motion to adjourn was made by Crystal Petrini at 12:59 p.m. and was passed unanimously.

Respectfully submitted,

Chris Heun

Chris Heun

Secretary, UCR Staff Assembly Executive Board