



2019-2020 Staff Assembly Executive Board (SAEB)  
Meeting Minutes  
TUESDAY, MAY 26, 2020

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

Meeting was called to order by Crystal Petrini at 11:04 p.m.

In Attendance

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

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: 10
- 2. Number Absent: 1
- Excused: 1

Approval of Previous Meeting Minutes

05/12/2020 minutes reviewed and unanimously approved.

Announcements

None.

Board Member/Committee Reports

Board Member/Committee Reports:

- Secretary, Chris Heun
  - No updates

- Director of Events, Valerie Batlle
  - Raffle announcement. Will email Dennis w/ time and date.
- Director of Communications, Jeff Girod
  - Jeff picked up 5K medals from campus. Need to decide how to distribute them. Could use campus mail, but waiting to confirm. 85 sign-ups so far
- Director of Fundraising, MaryAnn Gochicoa
  - No updates
- Co-Directors of Involvement & Recognition, Johnathan Lozano & Kathy Van Horn
  - OSA - Get Recognized to send emails this afternoon; to send Jeff Word doc w/ website updates
- 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
  - Planning meeting w/ Shola at 2pm today. Contact Crystal for meeting invite.
    - Presentation topic: Ways to Stay Positive (see flyer from Crystal) "during this crisis"
    - 45-min webinar; 15-min Q&A
  - No hard and fast rule. But let's invite them to the next Board meeting.
    - Keys to office
    - If you are leaving the board and have items to pass along, pass them along

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## Agenda Items

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- Do something for retirees? (Val);
  - Val received email from colleague and raffle idea whose mother is retiring & feels retirees feel left out as there are no celebrations happening for them.
  - Charlie: Does retirement center do anything? (Retiree Assoc?)
  - Dennis: Can we get access to comprehensive list of retirees?
  - Kathy: Put out message saying there would be an opt-in Happy Hour? Might also reach friends of retirees that way.
  - Jeff: Get pipers or Scotty or Chancellor to pre-record something to get it to stand out
  - <https://emeriti-retirees.ucr.edu/blog/2019/12/05/cristina-otegui-appointed-retirement-center-director> (President 96-97)
- Discussion on President Napolitano's email (Charlie)
  - Thoughts on what landscape will look like? Salary freezes
  - Working on letter from Staff: Language needs to be clear. For example, 2008 letter indicated it wouldn't impact faculty. Letter came across as "dark and grim" and a level of anxiety.
  - Want to share letter, but hoping for more supportive data (hard to find)
  - <https://docs.google.com/document/d/1MiMezFz-njFHUtJqiPboGpP4zrA2FtZynmNDp3uA4/edit?usp=sharing>
  - Need to be involved in conversations about decisions affecting staff (specifically, cuts); need to speak specifically to 99 staff - don't want to detract from the message we're trying to send. Just a reminder that if you hurt staff, it will impact everyone.

- Ross: Bylaws (Article 1) - urge caution with the letter
- UCOP will make a decision and campuses will act on them locally; addressing the Chancellor so we know where we stand is important (e.g., students weren't part of the conversation to move commencement off campus)
- June 5th meeting w/ Academic Senate
- Another, more strongly worded letter should go to UCOP stating that UCR has long been underfunded and now is an opportunity to correct that rather than further driving staff away (based on recent CUCSA survey)
- There are other avenues (Press-Enterprise, Sacramento Bee, etc.) to get the message out to public where it might get noticed by UCOP
- Timeline: Committee to have 2nd draft done by end of the week
- Inquiry of updates on bringing Shola to come speak to staff (Charlie)
  - June 2nd at noon; Crystal to send info and promotional info to Jeff to promote on social media
  - Agam has access to Zoom webinar for Shola's presentation; alternative to Ross/SOM account like we did for Spring Mtg.
- Purchase of a Zoom webinar license (Dennis)
  - Acquire license for the rest of the year (pro-rated)
  - Or perhaps go in with other groups to share costs (would need to schedule to avoid conflicts)
    - However, licensing means account is assigned to one person
    - Want to carefully vet who Staff Assembly partners with if we go this route
  - Gives us flexibility to do other activities over the year
  - Chancellor had previously agreed to fund rooms for us; might be able to change that to a Zoom Webinar license instead
- Motion to endorse revisions to bylaws: Approved (10 votes)

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## Decisions/Votes

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1. Meeting Minutes 05/12/20
  - 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: 10
    - iii. Abstentions: 0
    - iv. Recusals: 0

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

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## New Action Items

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None.

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## Past Action Items

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None.

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## Calendar & Notes/Comments

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

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### Next Meeting

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**Tuesday, June 9, 2020**

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

**To be conducted via Zoom until further notice**

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*Motion to adjourn was made by Crystal Petrini at 12:42 p.m. and was passed unanimously.*

Respectfully submitted,

***Chris Heun***

Chris Heun

Secretary, UCR Staff Assembly Executive Board