Meeting was called to order by Crystal Petrini at 11:08 a.m.

In Attendance

<table>
<thead>
<tr>
<th></th>
<th>Girod, Jeff (JG)</th>
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<th>Petrini, Crystal (CrP)</th>
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<tbody>
<tr>
<td></td>
<td>Ebina, Penni (PE)</td>
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<td>Gochicoa, MaryAnn (MG)</td>
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<td></td>
<td>French, Ross (RF)*</td>
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<td>Davis, Allura (AD)</td>
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<td></td>
<td>Rodnuson, Charlie (CR)</td>
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<td>Heun, Chris (CH)</td>
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<td></td>
<td>Lozano, Johnathan (JL)</td>
<td></td>
<td>Van Horn, Katherine (KV)</td>
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<tr>
<td></td>
<td>Dennis McIver (DM)</td>
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<td>Batlle, Valerie (VB)</td>
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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

03/03/2020 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
  o No updates
• Director of Communications, Jeff Girod
  o Include phone # staff can call if they are feeling sick (make clear only for UCR personnel).
• Director of Fundraising, MaryAnn Gochicoa
  o No updates
• Co-Director of Involvement & Recognition, Johnathan Lozano
  o Moving to new position in Facilities Services
• Director of Outreach, Allura Davis
  o No updates
• Director of Professional Development, Charlie Rodnuson
  o Scholarships - Apr 3rd (per usual). Met w/ Seana in HR about LinkedIn
• Treasurer, Penni Ebina
  o No updates
• Immediate Past President, Ross French
  o Two latest CHRO finalists (via Zoom) both seem to be strong candidates
    - Provided Gerry w/ feedback. Would like to see them on campus.
• Vice President, Dennis McIver:
  o No updates
• President, Crystal Petrini
  o Will confirm w/ Gerry and Kim about meeting next week
  o Provost search: Two other UC searches going on right now, so delaying due to COVID-19 doesn't seem wise. Would want to continue them online
  o CUCSA: Kevin McAulley award
  o Virtual 5k: Talk of getting UCLA to participate in ours.

**Agenda Items**

• Reschedule CPF;
  o Postponed until late Spring or Summer, but possibly until Fall depending on upcoming announcements
  o Notification that this might go longer - possibly until October
  o Ross had previously suggested postponing this until Fall to allow for more time to reach out, swag companies to produce.
  o Refunded everyone who's submitted payment; offered to return or destroy uncashed checks based on vendor preference; Burgess still pending.
  o Looking for a new piping vendor as well (Allie's couldn't come until 5:30am); Allie's responded to MaryAnn
  o Schools First: Waiting on check for $5k
  o JZPC also does piping and is an approved vendor
• Discussion point regarding things we can do to engage staff at this time (virtual options, raffles, etc.? - Dennis;
  o Stress but opportunities to engage staff
  o Framework for virtual raffles
  o Training through LinkedIn learning
  o How will process change for Get Recognized if social distancing continues for longer than April 3rd
  o Jeff: In light of Financial tightening, prioritize supporting staff over raffles. Need to get ahead of things.
    - Allura - Staff aren't feeling supported when working remotely. Messages to go out to supervisors?
    - MaryAnn - Hold on raffles. Consider gas/grocery cards. Not every department will have remote work figured out. Concerns about decision that we don't need certain positions.
    - Johnathan:
    - Kathy: May want to be cautious given that some departments are bending over backwards to accommodate. While UCR is doing a good job, significant others might not be in the same situation.
    - Ross: Lowest Common Denominator - here's what to expect from staff working from home. Make it so staff and managers think it's a benefit. At the same time, staff need to take it seriously so that when we return to normalcy, it will be seen as a viable option.
• Crystal: Excellence isn't contingent on circumstances. Currently undergoing the largest work at home experiment.
• Ross: Assistance fund comes from Schools First account - limits flexibility as an org moving forward. Concerned about the aftermath and what we can do to prepare for that time.
• Kathy: Still want to celebrate successes. Need to consider impact and resources for people who don't thrive being isolated at home for extended periods. Importance of consistency and stability - need to let nominees know who they are.
• Ross: Not just professional development outlets, but more social outlets. Consider some kind of 2006 Time Magazine cover w/ the mirrored image
• Charlie: Work on getting access to Zoom Pro. Time limits are only on events set up by planner (e.g., someone w/ Pro could organize events that will go beyond 40 minutes)
  ▪ MS Teams is also an option; already integrated
• Crystal: Unfortunately, not all campus work can be equitable based on the nature of work.
  □ Ross: Post-employment benefits. Use CA rainy day fund to backfill deficit in retirement funds. Given current situation, this might be off the table.
• Working remotely - Charlie;
  □ Have some guidelines in place; good that we're documenting things
  □ Gathering info on alternative work schedules and examples of what it looks like
    ▪ Similar to what CUCSA put together to put a face to name
  □ Project Tracking software - not to track time, but also to think more about available resources.
  □ Allura: Current concern is that projects depend on clients that aren't currently in session. Looking into making use of Zoom Pro, but productivity is being impacted.
  □ Office of the President sent new communication about 128 hours (15 days) now available for Admin Leave
• How to continue advocacy and build a case for this after COVID-19 - Dennis
• Virtual Happy Hour next week

Decisions/Votes

1. Meeting Minutes 03/03/20
   a. Discussion/Debate: None
   b. Questions: None
   c. Motion to approve by DM, second by CP
      i. Approved
   d. Vote/Count
      ii. Total Number of Members Voting: 9
      iii. Abstentions: 0
      iv. Recusals: 0

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<tr>
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<th>Approve/Accept/In Favor/Yea</th>
<th>Opposed/Nay</th>
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<tr>
<td>9</td>
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<td>0</td>
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2. Assistance Request
   e. Discussion/Debate: $100 for gas card; provide catastrophic leave info
   f. Questions: None
   g. Motion to approve by DM, second by CR
      i. Approved
   h. Vote/Count
      ii. Total Number of Members Voting: 11
      iii. Abstentions: 0
      iv. Recusals: 0

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<td>11</td>
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New Action Items

None.

Past Action Items

None.

Calendar & Notes/Comments

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

Tuesday, April 14, 2020
11:00 a.m. - 12:45 p.m.
To be conducted via Zoom due to COVID-19

Motion to adjourn was made by Crystal Petrini at 12:52 p.m. and was passed unanimously.

Respectfully submitted,

**Chris Heun**

Chris Heun
Secretary, UCR Staff Assembly Executive Board