Board Members Present: Pam Taylor, Kim Garner, David Ellington, Viola Kinsman, Tonya Kubo, Danielle Armedilla

Board Members Absent: Karen Bonilla, Donna Birch Trahan, Melanie Cooper

Staff Assembly Members Present: De Acker, Cindi Deegan, Brian Powell

- **Convene Meeting** – 12:00 PM

- **Public and Campuswide Committee Representatives Remarks** – No committee reports provided. Pam Taylor said announcement will be going out for (1) year term committees for new representation and to encourage staff who would like to get involved, this is the way to get a good start. Kim will distribute a list of committees.

- **Approval of Minutes** – June Meeting Minutes, Pam Taylor said approval of these Minutes will be moved to next month’s meeting (Aug. 21, 2015)

- **SA Leadership Meeting with Chancellor Leland** – Met on July 1, 2015.
  a) Pam Taylor, Cindi Deegan, Danielle Armedilla summarized topics of meeting with Chancellor: Townhall Forums; plans for (1) in Winter break and (1) in Spring break. Format is TBD. There will also be some supplemental web chats this coming year with future dates TBD. Chancellor has expanded her Cabinet with more representation from across campus. The Chancellor’s desire is to receive greater input on campus matters. This expanded Cabinet will meet monthly. Former Staff President Cindi Deegan will sit on this Cabinet as Staff Assembly seat.
  b) The Chancellor also communicated this year there will be a Faculty Convocation and also a separate Staff Convocation on August 17th.
  c) Chancellor’s Cabinet will also be working on a communication strategy to improve campus-wide communications in light of the array of the numerous change initiatives occurring now and into the coming new school year.

- **SA Leadership Meeting with VC BAS Reese** - Next meeting TBD and scheduled.

- **SA Leadership Meeting with AVC Powell** – Last meeting was on July 8, 2015. AVC Powell has agreed/wants to assist Staff Assembly with: 1) Brown bag lunch sessions with staff (roadshow). Brian Powell will do this at a different campus location every (2) weeks, beginning in September. This will include sessions at each
of 6 on/off campus locations. Schedule of these is TBD, but it is anticipated to begin soon after Labor Day. The purpose of these brown bag lunch sessions is to introduce AVC Brian Powell to the greater campus staff, and to share his philosophies regarding HR, staff engagement, professional development, and to get feedback from staff for how they are experiencing HR. He indicated he wants to expand dialogue with our staff to help prepare for upcoming opportunities/challenges due to future expansions and his desire is for more interactive engagement with staff employees around these topics. Next meeting with AVC Powell is August 28, 2015.

- **Staff Advisor Designate to the Regents** – De Acker.
  a) De was previously Staff Advisor “Designate” to the Regents. De has now moved up to Staff Advisor role. She went through orientation last Monday and met with UC President Napolitano. Some topics included: De raised topic of need for abusive conduct policy and there was good conversation. De was appointed to task force on retirement options for new employees with hire date on/after July 1, 2016. Next Regents Meeting will have a webcast set-up for each location at UCM. De said Engagement Surveys are completed. Pam Taylor said she is working with Towers/CUCSA/Chancellor for results to be compiled and the data to be prepared for presentation. It is anticipated it will take at least a few weeks or more to be able to generate the results to campus.
  b) De informed group of her new campus role as Director of Campus Climate, with her role including; 1) informal crisis intervention, 2) diversity and inclusion, 3) behavioral intervention, and 4) protest oversight.
  c) There was additional discussion regarding Employee Assistance Program (EAP). Brian Powell performed assessment of EAP program providers and he believes our current provider (Insight) offers the best services package among those available in our locale.

- **Unfinished Business:**
  a) Debrief on webcast by VC Reese & VC Feitelberg – Staff Assembly helped organize, and did well with a very rapid turnaround. These type webcast sessions will probably occur more often moving forward. The format seems to be well received by staff. Current difficulties with connectivity are a challenge in some spots. The network is in process of being upgraded, which may help in future.

- **Officer Reports and Internal Committee Updates**
  a) President
    1. CUCSA upcoming September meeting – This meeting will be at UC Davis
    2. Elections of SA Board Co-Chairs
    3. Pam Taylor suggested that SA Board Meetings be taken on the road and conducted at different on/off campus locations to provide more exposure with SA to staff employees. De Acker suggested a schedule be developed and posted so employees will know where meetings will be at. The feedback was positive about this idea and it was mentioned that once a schedule for the SA Board Meetings was developed it could be placed into the campus calendar as well. Pam Taylor indicated we will try this idea.
4. Pam Taylor brought up logistical considerations for preparing for the upcoming Regents Meeting webcast that Staff Assembly helps organize, and encouraged everyone to watch if they are able to.

5. There will be an Open House at Parcade Downtown on Wed. 7/29. On same evening a 2020 community forum is planned to talk about downtown building plans and 2020, in California Room at 5:30 PM. On 8/15 there will be a Venture Lab event downtown that is currently in planning.

6. Danielle Armedilla mentioned there is interest from alumni to add an alumni chair to Staff Assembly. They would like to play a bigger role in Staff Assembly. There was positive discussion in this regard, and Pam Taylor suggested a few potential options that may be considered; Committee Represented or seat on the Board. Pam said she feels it would be good to look into this further. Cindi Deegan mentioned there has been some question surrounding more participation of represented employees with Staff Assembly. Pam Taylor feels there should be further discussion surrounding these topics.

b) Past President – No report.

c) Vice President – No report.

d) Programs, Events and Outreach

1. Staff Assembly Scholarship - Danielle Armedilla would like to get the word out more to staff about Staff Assembly scholarship. The issue of need for fund raising for this needs attention as well and Pam Taylor suggested a possible chair be talked about moving forward to oversee all issues related to the Scholarship, including fund raising and related marketing for the scholarship.

2. November Staff Service Awards – November 4th is the current tentative date.

e) Finance Officer


f) Finance Officer-Elect - No Report.

g) Communications

1. Opt-In List Report – It was discussed Tonya Kubo will work with Danielle Armedilla to update the Opt-In list, and to rebuild the list.

2. Website updates

   a. Pam Taylor brought up the need for our website to get some significant updating. Tonya Kubo and Donna Birch Trahan will also work on Calendar updates as well. Tonya agreed that she will report out at future meeting regarding future needed website updates. Pam Taylor also mentioned she would like to have a developed presentation for New Employee Orientation (NEO), about Staff Assembly. She also requested volunteer(s) for conducting NEO for Staff Assembly. Tonya Kubo volunteered to work with Donna Birch Trahan to conduct NEO’s.

h) Secretary - No Report.

- **New Business, Announcements and Information**

a) Webcast of Regents meeting – Scheduled 7/21/15

b) Upcoming events – Town hall meeting on 7/29/15, brown bag lunch with AVC Powell beginning in September, Open house for the Parcade on 7/29/15.
• For the “Good of the Order”

Next Meeting – August 21, 2015

Adjournment: 1:36 PM