

**Minutes**

Date: Friday, April 25, 2014

Time: 12:00-2:00pm

Location: KL 232

**Board Members Present:** Rachael Martin, Joe Wilensky, Katie Unruh, Sherry Ward, Diane Caton, Pam Taylor

**Board Members Absent:** Ellie Jorritsma

**Staff Assembly Members Present:** Kerry Clifford and Carla Hunt, with Oliver Nandkishore and Nichole Kosier participating by phone

- 1) **Welcome and Meeting Convened** 12:00 noon
- 2) **Introduction of Student Assistant – Kalia Turner**  
An unexpected obligation prevented the new student assistant from being able to attend. She will be introduced at the next meeting.
- 3) **Public and Campuswide Committee Representatives Remarks**
  - a) TAPS – Kerry Clifford  
Problems continue with parking within the library lot and there has been discussion of turning this into a high turnover parking area. There continue to be issues with students parking in library lot early via a visitor permit and then leaving after a single class, so when staff members arrive, they cannot use spaces which only become available later in the morning. There was discussion of restrictions by classification as a possible solution. Equity for grad students continues to be considered, as these students are also teachers and researchers. Cat Tracks schedules will be reviewed. Golf cart availability (from TAPS) was discussed. Also, COB 2 will be breaking ground the week after commencement, requiring a redirection of traffic.
  - b) AVC for BFS and Controller and AVC Finance – Pam Taylor  
This search concluded with one candidate coming to campus for a two-day interview. The search for Assistant Vice Chancellor-Budget and Planning is ongoing. There will be one more meeting in which candidates for an airport interview in May will be identified.
  - c) AVC for Real Estate Services/Chief Real Estate Development Officer – Joe Wilensky  
Four candidates are scheduled to come to campus to interview. This will be a key post, handling both real estate and build-out issues. Nichole suggested we try to use calendar invites for SA opt-in members in the upcoming email notifications.
  - d) Budget Advisory Committee – Katie Unruh  
There was a meeting on Tuesday (April 22, 2014) which included a joint presentation by Procurement and Budget to discuss the new system for 2015-

2016. The committee has included the request of input from MSOs. Salary compression and equities are to be discussed at the next meeting (May 5, 2014). All budgets have not yet been submitted, so presentation to committee on the updated budget information is still pending. The process has changed substantially from previous years.
- e) Central Plant and Telecommunications Reliability Upgrade – Diane Caton  
The April 28, 2014 meeting included a discussion of the new utility plant as well as the need for increased utilities, reliable cooling, telecommunication efficiencies, and increased water supply.
  - f) 2020 Plan - Joe Wilensky  
The RFQ (Request for Qualifications) has been released though some have been expressed concerns about allowing for community weigh in.
  - g) CAMP (Career Advancement Mentorship Program) – Rachael Martin  
In addition to CAMP, Internal Audit will provide a mentorship program. Additionally, online training via Lynda.com is being planned and would allow staff to take any of their many courses day or night. This should become available across campus 2014-2015.
  - h) Childcare – Nichole Kosier  
The ECEC (Early Childhood Education Center) has reached the five year mark since the opening and a review of the center is being conducted by an outside consultant. On May 16, 2014, the collected data will be presented to parents.
- 4) **Approval of Minutes** – March 21, 2014  
It was moved by Joe and seconded by Pam to approve the draft minutes of March. Motion carried.
- 5) **SA Leadership Meeting With Chancellor – Meeting - March 25, 2014**  
Rachael, Joe and Katie attended the meeting with Chancellor Leland. Topics of conversation included a compensation salary plan for non-represented staff. Also included in the discussions, the UC Care plan rollout has revealed problems, largely issues that are not within control of the patient. Other topics: educational benefits for staff, salary increase of 3% with the Staff Assembly recommendation that this be “across the board,” addressing salary compression and forming strategies. Campus climate survey results were discussed and the expansion of the Chancellor’s task force to address climate issues. In conclusion, CUCSA will be visiting the UC Merced campus in 2015 and Staff Assembly has requested budget augmentation from the Chancellor to facilitate this visit.
- 6) **SA Leadership Meeting With VC BAS –Next Meeting –June 11, 2014**  
Report to be presented at June meeting.
- 7) **SA Leadership Meeting With AVC HR – Meeting – April 23, 2014**  
Meeting was cancelled due to lack of agenda items.
- 8) **CUCSA – Next Meeting – June 4-6, 2014 at UC San Diego**  
Joe and Rachael will attend.

**9) Unfinished Business**

- a) May Elections - More nominees are needed, so Katie asked the board members to encourage people to participate.
- b) Campus Climate Survey
- c) Staff Assembly Scholarship
  - 1. Payroll Deduction – The “Donate Now” button is available on the website, while the form for payroll deduction still needs to be added.
- d) Staff Assembly Pins – Nothing new to report, pins are available for purchase.

**10) Officer Reports and Internal Committee Updates**

- a) President
  - 1. Leadership Council – March 26, 2014 (Rachael and Joe) – A report was not prepared for presentation and will follow at the next board meeting.
  - 2. UC Merced SA alumni list and history of UC Merced SA. – No report at this time.
- b) Past President
  - 1. New Employee Orientation – Rachel continues to represent Staff Assembly at NEO and brochures are being distributed.
  - 2. Town Hall – March 25, 2014 – The March Town Hall was successful. As they are always full agendas, it was suggested that we explore increasing the discussion time by 30 minutes. Since we now do fewer Town Halls during the year, perhaps it would make sense to make them slightly longer.
  - 3. Career Advancement Mentorship Program (CAMP) – The model is bimonthly workshops, group mentoring, a welcome gathering and ending with a final reception. The goal is for this to be prestigious program.
  - 4. Student Intern – The intern is now working 10-18 hours a week. A “roadmap” has been created. There will be a data collection and this should help new officers know what to do with documents. This young lady works well independently and is available to help the entire board.
- c) Vice President
  - 1. Monthly lunch meeting with Chancellor – March 27, 2014 at Mondo – Attendance seems a bit lower and the number of questions asked of the Chancellor also seems to be waning a bit, perhaps resulting from her transparency policy. There was discussion of office space downtown (short term solutions) and the hope that a long term solution would be a large facility near the downtown area. There were also comments on the 2020 Project.
  - 2. SA Quarterly Digest – Nothing to report
  - 3. Staff Excellence Awards – The nominations are in, and of the five categories, only one category had no nominees. A few of the nominations were submitted in more than a single category. The tally is Customer Service: 16 nominees, Creativity 4 nominees, Teamwork 6 nominees, Organizational/Leadership 5 nominees, Community Service 0 nominees.
- d) Programs, Events and Outreach
  - 1. Staff Appreciation Week – May 19 – May 23, 2013 – A report was not available as Ellie was not in attendance.
  - 2. March 27, 2014 Event - Where in the world is Rufus? – No final report as Ellie was not in attendance.

- e) Finance Officer
  - 1. Account balances

**UC Merced Staff Assembly Funds**

**As of April 30, 2014**

<b>804175-OP-00175</b>	<b>\$2,970.75</b>
<b>660010-SA-38070</b>	<b>\$180.60</b>
<b>660010-SA-69876</b>	<b>\$10,313.71</b>
<b>55155 fund</b>	<b>\$20.00</b>

Received our \$10,000 budget

Processed to endowment fund

- 2. Staff Assembly Polos – Pam reported that a total of 16 shirts were sold.
- f) Finance Officer Elect – Nothing to report
- g) Communications – Nothing to report
- h) Secretary – Nothing to report

**11) New Business, Announcements and Information**

- a) The May Executive Board Meeting rescheduled for May 27, 2014 - 12 noon to 2 p.m.
- b) Staff Assembly Totes will be ordered and offered for sale at \$10 each.

**12) For the “Good of the Order”**

President Napolitano’s Hang out with UC Staff was recorded on Google+ and is available online.

<https://plus.google.com/u/0/events/c4saqghab1bsjc2beoc7gae540c>

**Announcement:** Katie was pleased to announce that De Acker was invited to apply as a candidate to potentially serve as a Staff Advisor to The Regents and has received an appointment for her second interview.

**Adjournment 1:30p**