

Agenda

Date: Friday, October 19, 2012

Time: 1:00-2:00pm

Location: KL 362

Ready Talk Call-in Info: 1-866-740-1260, access code 2284501

Board Members Present:

Staff Assembly Members Present:

1. Welcome and Convene Meeting

2. Public and Campuswide Committee Representatives Remarks

3. Approval of Minutes

- a. October 05, 2012

4. CUCSA

5. Unfinished Business

- a) Update on Staff Assembly Scholarship
- b) Staff Assembly Polo Shirts \$28.00:
 - a. Pam will create an Intel form
 - b. Nichole create an email announcement
- c) UC Faculty/Staff Appreciation Day is Nov. 03, 2012
 - a. Nichole create call for participation
 - b. Stephanie P. collect money/distribute tickets

6. Officer Reports and Internal Committee Updates

- a) President
- b) Past President
- c) Vice President
 - a. Campus Committee
 - b. Staff Excellence Award
- d) Secretary
- e) Finance Officer
 - a. Account balances
 - b. Internal processes
- f) Finance Officer Elect
- g) PEO
 - a. First Fridays and First Wednesdays
 - b. Canned Food Drive

- c. Staff Appreciation Week
- h) Communications
 - a. Membership report
 - b. Update on ideas and progress made on website and organization of information
 - c. Staff Assembly brochure

7. New Business, Announcements and Information

- a) Revisit the scholarship verbiage to determine if the language needs to be updated.
- b) Proposal to rename Executive Board meetings to encourage general membership participation.
- c) Review Secretary's potential new task of updating the SA calendar of events.
- d) Communication strategy.

8. For the "Good of the Order"

9. Closed E-Board voting session

Next meeting will be on November 02, 2012 from 1:00-2:00 pm in KL 232

Adjournment

Meeting adjourned