



## **Staff Assembly General Meeting Minutes February 18, 2021 via Zoom**

### **Board Members:**

- **President:** Yesenia Curiel
- **Past President:** Priya Lakireddy
- **Vice President:** Alvin Cha
- **Finance Officer:** Lorena Magana-Aguilar & Vanessa Hauser
- **Secretary:** Ian Cooke
- **Co-Chair of Programs and Events:** Molly Elazier
- **Co-Chair of Programs and Events:** Ashley Summerset
- **Co-Chair of Communications:** Brenda Rojas
- **Co-Chair of Communications:** Austyn Smith

### **I. Welcome - President Curiel called the meeting to order at 9:04**

- Introductions for Staff Assembly Board

### **II. Callale Concon-Ombuds Presentation**

- Mission overview
- Ombuds is an advocate for fair and equitable policies at the University
- 195 cases last year showing people use the office quite frequently
- 58% that utilize the office is Staff
- Visitor concerns consist of Harassment, bullying, discrimination, supervisory concerns etc.
- Communication and Transparency from leadership are some the biggest issues.
- Ombuds offers Outreach and training to departments
- Speak up program to help employees utilize the ombuds office.
- Statistics about the same during the Covid Pandemic
- Recommendations include accountability, leadership development, communication and transparency, well being and diversity.

### **III. De Acker-Covid Updates**

- The state is changing the way they are distributing vaccines, if you are interested in getting a vaccine please fill out the form on the campus ready website.

### **IV. Luis Figueroa-Exit interviews**

- What is the process for exit interviews?
- HR exit interview process is specifically for voluntary separation from campus
- Once payroll processes the separation, HR would be notified and an email will go out to the employee to schedule an exit interview in person or through a survey email.

#### **V. Melissa Patterson-Fitness Coordinator speaking on the Diabetes Prevention Program**

- Tuesday march 9<sup>th</sup> for Diabetes prevention program, available to anyone regarding type II diabetes.

#### **VI. Staff Assembly Executive Board Updates:**

- Vice President-Alvin Cha informed staff of the following:
  - Financial town hall occurred last week. Great resource to find out what was discussed during the presentation.
  - One new chancellor committee CAPLU for responsible use of land for research etc.
  - Workgroups and committees have been prevalent during covid, we welcome any volunteers to help and support.
- Programs and Events Co-Chairs – Molly Elazier and Ashley Summerset informed the staff of the following:
  - Fun Fridays for the rest of the semester. Join us tomorrow for Scattergories. These are drop in functions so do not feel obligated to stay the whole time.
  - Started planning for Staff Appreciation week for the week of May 16<sup>th</sup>-20<sup>th</sup>. It will be virtual and potential drive through options as well. Please volunteer to help out the committee.
  - We other small events for the rest of the semester such as cooking class and yoga. Stay tuned!
- Past President-Priya Lakireddy informed the staff of the following:
  - Police advisory board update. Priya Now the co-chair of the committee for staff representation. They have formed three different groups such as research to determine the structure moving forward.
- Informational Items:

Next General Meeting: March 18, 2020 at 9:00 am

Meeting Adjourned at 10:00 am