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 9th 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\textsuperscript{th}-20\textsuperscript{th}. 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 is 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