

University Staff Assembly
MEETING MINUTES
Tuesday, January 18, 2005 -12:00
(Sac Hall 275)

In Attendance: Peggy Allan, Evelyn Bradley-Owens, Cindy Collins, Carol Downey, Shari Gonzales, Jessica Heskin, Manuela McClary, Janet Morris, Carlyn Pollock, Liz Redmond, Carol Rumley, Leah Spratt, Donna Thomason, Adrienne Thompson and Lori Wisheropp.

Absent: Leigh Barber, Dennis Franzen, Sara Jean Harrison, Candace McGee, Rolly Robinson, Kerry Ryan-Wood, and Lisa Sbragia.

Meeting started at 12:00 PM.

1) Branding Committee - President Cindy Collins introduced special guest, Barbara O'Connor, Chairman of the CSUS Branding Committee. Ms. O'Connor reported that the committee consisted of professionals, faculty, students, deans and staff. They are focusing on what do we want to be as we move into 2010? It is more than a name. The data that was returned suggested it was important to keep university in the name. The committee recommended Sacramento State University. The name change approval has to go before the legislature or the Board of Trustees. The President has chosen to present to the Board of Trustees in March. It will be effective Fall 2005. The RFP for tag line, logos, etc. is available now and due back on March 15th. The plans are to launch the change with a big celebration to get people involved.

2) Approval of Minutes of 11/16/04 - The minutes of the 11/16/04 meeting were approved as submitted.

3) Logo Committee-

Carlyn Pollock reported that the committee met and have now decided to wait and see the results of the University Branding Committee.

4) Winter Social Recap-

Shari Gonzales reported that the event was on December 14th and successful. Approximately 125 attended. She expressed the she had hoped more would have attended. One-hundred fifty toys were brought in for the toy drive. It was nice to have during lunch, staff stayed longer and enjoyed the door prizes. Some issues raised that need to be looked at for the future included – 1) Some thought you had to bring a toy to attend, so maybe we should have the toy drive a separate project and just have a social event. 2) Some wouldn't come because they didn't have a toy. 3) Possibly there was not as much advertising as before. After much discussion, it was moved to have a Winter Social Event from 11:30-1:30 with no strings attached. MSP.

5) Elections-

Janet Morris and Evelyn Bradley-Owens agreed to serve on this committee. The questions arose as to how many paper ballots and electronic ballots were returned. Peggy Allan thought more electronic ballots were received. Next month she will report back. Peggy will send everything to Janet. The positions open this time will be USA President and Secretary.

6) Bylaws-

Cindy Collins stated the USA bylaws need to be updated and this will be on the agenda next meeting. Need to consider having a Historian position.

7) Picnic-

Committee Chair Carlyn Pollock reported the picnic will be Friday, June 3rd at a cost of \$5. The committee has accomplished a lot – they have selected Gordito Burrito for the food, which will be less expensive. There will be a raffle. They are adding more tables and chairs, which will be rented. They have confirmed with the President and Mrs. Gonzalez that they will be attending. President wants to again hand out ice cream and pull raffle tickets. He wants more involvement with the staff, so the committee will come up with more ideas. Entertainment will be the Salsa Band with a Fiesta theme. They have ordered 700 tickets and will give out maraca key chains as the gift. Leatherbys ice cream will be served again and will have the round tables again. Facilities Management will help set up.

8) WREC Committee-

Due to the last minute change of the committee meeting location no one from USA attended, will report next meeting.

9) President's Report –

Responsibilities of the USA Representatives- these include getting something out to your constituents after the meeting about what happened at the meeting.

Walk for the Gold – Cindy said we need to readdress this for next year. Recap of the event was that the goal of \$25,000 was reached, took 3rd place, Sac County 54K took 1st place and City of Sacramento took 2nd place at \$35K. Over 200 walkers, T-shirts were donated by the bookstore. Several volunteered to be the community outreach committee- Adrienne Thompson (chair), Peggy Allan, Cindy Collins, Jessica Heskin, Carlyn Pollock. They will call a meeting and report back in March.

10) Other Business- none

Meeting Adjourned at 1:00 PM

Minutes Submitted by Carol Rumley, USA Secretary

Approved as Amended 2/15/05