

University Staff Assembly
MEETING MINUTES
Tuesday, April 19, 2005 -12:00
(Sac Hall 275)

In Attendance: Peggy Allan, Evelyn Bradley-Owens, Cindy Collins, Carol Downey, Dennis Franzen, Shari Gonzales, Sarah Jean Harrison, Candace McGee, Janet Morris, Carlyn Pollock, Liz Redmond, Rolly Robinson, Carol Rumley, Kerry Ryan-Wood, Leah Spratt, Donna Thomason, Adrienne Thompson, and Lori Wisheropp. Special Guests were Linda Robles and Olga Rosander.

Absent: Leigh Barber, Jessica Heskin, and Lisa Sbragia.

Meeting started at 12:05 PM.

Introductions were made by all since there were guests in attendance.

1) Approval of Minutes of 3/15/05 - The minutes of the 3/15/05 meeting were approved as submitted.

**2) President's Report-
WREC-**

Cindy reported there would be meetings once a week with the design team. They are looking for input from all the different constituents. Yesterday ten staff attended the meeting, seem to have a few staff that are not getting the information on staff matters. The process is moving quickly. The next meeting will be Wed. from 2-3 in the Union Valley Suite, eleven staff have signed up to attend. Kim Harrington is the staff representative for what will happen at Yosemite Hall, when vacated.

Branding Committee-

Osaki Design will come back with nick names and designs.

Budget Advisory Group (BAG)-

Cindy reported the committee had not met, therefore she had no report. At this point there were no meetings scheduled.

3) Administrative Professional's Day/Picnic-

Cindy reported the President's office is picking up the cost of the picnic for all staff. The picnic will be a true staff appreciation event. Cindy asked if everyone had seen the President's letter regarding this matter. A copy was passed around to the representatives.

4) Elections-

Janet Morris reported that the nomination forms were sent out and the deadline is April 29th. Cindy mentioned that representatives should encourage constituents to become a part of USA. Staff participation has increased which is important to President Gonzalez.

5) Voting on Bylaws Changes-

Shari Gonzales stated each bylaw change and a vote was taken on each one-

Article II – Representation – Section I. C.

Delete representative for Support Services.

This area is covered by the rep. for Business and Administration.

Add representative for Associated Students, Inc. (ASI).

They are an auxiliary organization and do not directly report to Student Affairs and therefore should have their own representation

Change number of representatives for Student Affairs to one.

With the advent of electronic mail, three representatives are not needed.

Article IV – Committees and Their Duties – Section II.C.3.

Amend to read as follows:

Elections shall be *conducted* by secret written *or electronic ballot*.

All changes were passed by majority votes. Changes will go into effect July 1, 2005.

6) Picnic-

Carlyn reported that there had been a lot of controversy about who is staff, due to the free ticket from President Gonzalez. Administrators and MPP are not staff according to Human Resources. The flyer has been approved by all and being circulated. All tickets will be passed out by USA reps, RSVP deadline is May 20th. General tickets at the door or before will be \$5.00. We will start selling now. The committee is trying to use all the grant money with approval of the Foundation. The time of the event is 11:30 – 1:30. The committee is still working on acquiring door prizes.

7) Staff Luncheon-

Linda Robles stated this was the largest staff luncheon we have ever had, 541 tickets sold. Reservations and ticket sales were a little difficult, although the table sales were a good idea. Linda reported that 23 of the 163 recipients will not be attending. Evelyn Bradley-Owens, Donna Thomason, Adrienne Thompson and Kerry Ryan-Wood volunteered to help that day. Cindy complimented Linda Robles on a great job well done.

8) Staff Alumni Committee-

Cindy introduced Olga Rosander. Olga thanked Cindy for the invitation to attend the meeting. Olga stated this is all about the birth of a brand new chapter, staff alumni. The Alumni Association is vital on campus. This committee will recruit members of staff to build this chapter. Many responsibilities- mentoring other staff to get degrees, and a pro-ration of reduced fee would be given. Craig Perez will be helping this committee. Is this of interest to anyone? Alumni Evelyn Bradley-Owens, Cindy Collins and Sarah Jean Harrison volunteered to be involved. Cindy mentioned this is a good way to showcase our staff. Cindy met with Joe Sheley and Larry Augusta and they agreed this is a connection opportunity to show support and strength. She would like at least 7 USA alumni members to participate. Cindy stated that you need only 12 units or more to be classified as alumni. Olga said they would meet every other month at lunch time. Peggy Allan volunteered, Adrienne Thompson, Kerry Ryan-Wood, and Lori Wisheropp will consider participating on the committee to form this Chapter. Olga mentioned to not be concerned with the fee.

9) USA 20th Anniversary, July 1, 2005-

Shari reported that the committee will meet by the first part of May. The committee consists of Candace McGee, Carol Downey, Evelyn Bradley-Owens, Lori Wisheropp, Carlyn Pollock, Peggy Allan, Cindy Collins, and Leah Spratt.

10) Other Business

Kerry Ryan-Wood announced that the Wonderland Jubilee, an inaugural event, will take place in Penryn at the Old Griffith Rock Quarry, this Friday and Saturday, one weekend only. Support Kerry by attending this event.

Meeting Adjourned at 1:05 PM

Minutes Submitted by Carol Rumley, USA Secretary

Approved as submitted 5/17/05