

University Staff Assembly
MEETING MINUTES
Tuesday, September 21, 2004 -12:00
(Sac Hall 275)

In Attendance: Peggy Allan, Leigh Barber, Evelyn Bradley-Owens, Carol Downey, Dennis Franzen, Shari Gonzales, Candace McGee, Janet Morris, Carlyn Pollock, Liz Redmond, Lisa Roenfeldt, Carol Rumley, Kerry Ryan-Wood, Lisa Sbragia, Donna Thomason, Adrienne Thompson and Lori Wisheropp.

Absent: Cindy Collins and Rolly Robinson.

Meeting started at 12:05 PM, V.P. Shari Gonzales chaired the meeting in the absence of President Cindy Collins.

- 1) **Approval of Minutes of 8/17/04** - The minutes of the 8/17/04 meeting were approved as submitted.
- 2) **President's Report** –
Shari Gonzales mentioned that all representatives need to think about which committees they want to be involved with. Right now we need a committee chair for the picnic. The other committees are winter social, archives, election and harvest festival. This will be discussed more at the next meeting.
- 3) **Homecoming** -
Lisa Sbragia gave an update on the popcorn sales during homecoming. Lisa passed out a form for representatives to sign up for working 2 hour shifts. She reported that the bookmarks were at Reprographics and 3,000 were being printed in green ink on ivory cardstock. On Sept. 30th we will be selling popcorn for the Special Olympic rally on the library quad from 11-1. All the supplies were purchased from Smart & Final. Shari thanked Lisa for doing an excellent job.
- 4) **Presidential Inauguration**
Shari Gonzales reported that a general convocation has been given by the President for staff to attend the Presidential Inauguration. President Cindy Collins will be making a speech representing USA. The decision to have bookends made for the President was coordinated with President Assistant Carol Ensley and they are being made on campus using wood from a downed campus tree.
- 5) **Special Olympics – Walk for the Gold**
Leigh Barber reported that she sent an email to all representatives and would like it forwarded to everyone in your area. You can go to the USA website and see the link to see how much has been donated. The Foundation gave 250 shirts for all participants that sign-up online. There will be a rally on September 30th in the library quad from 11:00-1:00, which will have Special Olympic athletes in attendance. Leigh reported that each walker is to bring in \$150 each, to help us reach our goal of \$25,000 however our other goal is to make sure we have a good turn out at the event. We have 45 walkers now and there will be more. Leigh shared the 2nd place award for the Race for the Cure, a lovely framed certificate.
- 6) **Memento for USA Representatives** –
Carlyn Pollock reported that she had been thinking about the USA volunteers and how they should be given some kind of an award for their service. Some suggestions were a USA lapel pin, or plaque. Carlyn will investigate some type of gift.
Carlyn also mentioned that people on campus do not know about USA. There was a discussion on how to keep staff informed. Lori Wisheropp suggested they be directed to the USA web site. Janet Morris suggested there be a lead in to make reference to the web-site for all the representatives to use. Shari Gonzales stated she would talk to President Cindy to get ideas.
- 7) **Special Guest Mike Lee from the President's Office-**
Mike Lee passed out the Destination 2010 cards. Sacramento State is not the new name, but it is the favored name. Mike reported that the President's plan is more than just physical construction of buildings, although we need a campus we can be proud of. We want to be the campus of choice, we have what we need to accomplish this. The President wants us to get involved. What do we need, a strategic plan = Foster excellent academic and student programs, build a welcoming campus, create a dynamic physical environment and develop community support. Mike stated we have good people on this campus- students, staff, and faculty. They are looking into better signage. They continue to work on an employee recognition program, a reserved parking space will be the reward. Other projects they are working on is housing for faculty/staff and child care needs.
- 8) **Other Business-** no other business.

Meeting Adjourned at 1:05 PM

Minutes Submitted by Carol Rumley, USA Secretary

Approved as Amended 10/19/04