

UCLA Staff Assembly Executive Board Meeting Minutes

Tuesday, April 8, 2014, 12:00 - 1:30 pm

1-441 MRL Board Room

Board Members:

Cindy Cordova, President

Rejeana Mathis, President-Elect

Tanya Williams, Immediate Past President

Shirelle Alexander, Vice President, Events (absent)

Kai Chan, Vice President, Information Systems (absent)

Ana Aquino, Vice President, Programs

Raffi Simonian, Vice President, Special Projects

Eric Wells, Vice President, Strategic Communications (absent)

Natasha Levy, Secretary/Historian

Ivonne Bates, Treasurer (absent)

Laura Stephey, Member-At-Large

Agenda

1. The Board reviewed and approved the March 2014 meeting minutes.
2. President's Updates
 - a. Mrs. Block Outdoor Event: Walking Tour of the LA Port – There were 47 participants. The event was a lot of fun. Staff went on a tour of San Pedro, a tour of Long Beach, and boarded the U.S.S. Iowa. Lunch was provided and everyone received baseball hats from the Port as a gift.
 - b. True Bruin Move and Groove 5K Run/Walk – There were 1,065 registrants and 920 participants. The event was a huge success. Staff Assembly raised over \$15,000, of this \$10,000 will go towards the 2014 All-Staff Picnic.
 - c. Breakfast with the Chancellor – Was held on April 7, 2014. Laura and Rejeana attended. There was a diverse group of attendees from different parts of campus.
 - d. Staff Assembly Elections – The nominations will take place from May 19-30, 2014. The voting will take place from June 2-6, 2014.
 - e. All-Staff Picnic – The event will take place on August 14, 2014. There will be a great need for volunteers. All current Board members will be asked to volunteer as much as possible.
 - f. Graveyard Shift Employee Recognition – Cindy and Brandie are working with Health Systems to hand out frozen fruit bars to graveyard shift staff in the Ronald Reagan Hospital. The tentative date for this is May 9, 2014.
3. President-Elect/Immediate Past President Updates
 - a. Rejeana attended the CODI meeting, where the recent UC Climate Survey was discussed. The Chancellor emphasized the need for a balanced message: Mostly positive responses with a need to explore concerns regarding negative experiences. The Chancellor has assigned small teams to analyze the data on faculty, staff and students.
 - b. AMG-Staff Assembly Joint Event – Cindy and Rejeana participated in a planning meeting for the joint event and the group decided that “Making Yourself More Marketable” could be a series. The June 17th session on Training and Education would include resources and speakers who can address the financial and developmental needs of a broad audience
 - c. As of April 8, 2014 there have not been any submissions for the UCLA Has Talent event. This event will most likely be canceled due to lack of interest from staff.

4. VP Updates

- a. Events - Absent
- b. Information Systems - Absent
- c. Programs - Ana discussed upcoming Learn-at-Lunch events: April 9, 15, and 21 – the Botanical Garden Tours; May 28 – What is Staff Assembly? (light lunch will be served; all Board members must attend; event will be in Marisa Leif Conference Room; capacity = 30); June 20 – Caring for Elderly Family Members (4 speakers, including 2 from the Alzheimer’s Center and a lawyer); July – Smart App Tools to help professionals.
- d. Special Projects- Raffi gave an update on this year's Emerging Research Speaker Series in which we will have a presentation by Dr. Kathlyn (Kara) Cooney, Associate Professor of Egyptian Art and Architecture. Her talk will take place on Monday, May 12 at 3:30 p.m. in the California Room of the Faculty Center. Raffi will ask Eric what gift to get Dr. Cooney, will speak with UCLA Today, and will work with Cindy on the program and the certificate for the event. Raffi also discussed the UCLA Staff Assembly Awards and Scholarships. The event is scheduled for June 25. The review Committee will review all applications on May 5.
- e. Strategic Communications - Eric reported to Cindy that he has been connecting with some members of the campus disability committee and they are going to be running a disability campus shuttle service for staff. It's supposed to pilot soon (they have no specific details yet, and are going back and forth with OSD and transportation over who should run the program). They want us to help get the word out. They also want to speak with Staff Assembly about access issues with the annual All-Staff Picnic.
- f. Secretary/Historian – No updates
- g. Treasurer- Absent
- h. Member-At-Large – No updates

5. Upcoming Events

- a. Learn-at-Lunch– Botanical Gardens Tour – April 9, 15, 21
- b. ERSS – May 12 , 3:30 pm, Faculty Center
- c. Lunch with Dean Washington – May 13
- d. Learn-at-Lunch – What is Staff Assembly? – May 28
- e. Chancellor’s Staff Honors Reception – June 11, Chancellor’s Residence
- f. Staff Assembly/AMG Joint Event – June 17, 12:00 pm – 1:30 pm
- g. Staff Assembly Year End Celebration – June 17, 3:30 pm
- h. Learn-at-Lunch– Elder Care – June 20
- i. Staff Scholarships and Awards Event – June 25, 2:00 pm – 4:00 pm, Faculty Center
- j. All-Staff Picnic – August 14, 2014

6. Next meeting is Tuesday, May 6 in 1-441 MRL.