SA Executive Board Meeting Agenda
July 12, 2016
9:30 am Dwire 204

Call to Order

Roll Call

Steve Medlin       Nancy Stoval
Cindy Norton       Alejandro De Jesus
Stephen Cucchiara  Heather Kling
Ashley Andersen    Megan Murphy
Kristy Hignite     Sarah Mensch

Approval of the Minutes

- Approved minutes for April, May, and June Minutes
- Steve moved, Kristy seconded; all in favor, non opposed.

Member and Committee Reports

- Kristy and Alejandro are stepping down as co-chairs of the Employee of the Quarter
- Pay and Benefits Committee – University Staff
  - Meeting this week, discussing FLSA on campus
  - Will give updates next meeting
- Employee of the Quarter
  - Announced 7/13- Ellie Cassio, HR Consultant-Classified and University Staff (April 2016 - June 2016).
- Updated bylaws last year, term limit of 3 years for committee chairs
- SEEDS Committee
  - Sheryl Botts is seeking someone to take over position this year
  - Suggested interest from Professional Development Committee
- Blood Drive Committee
  - Issues with reservations, not finding available space
  - Add location to event info so people know where to go

Unfinished Business

New Business

- Greeting and introductions
  - New and current members
- Discuss best meeting times for future board meetings (monthly)
  - Cynthia will send date options, will move to a reoccurring day/time each month
- Dates for this year’s events
  - Add dates to personal calendar
- Appoint elections officer and web site administrator
  - Kristy Hignite will continue Web Site Administrator
Nancy Stoval appointed Elections Officer
Steve moved, Heather seconded; all in favor, non opposed.

- Discuss transfer of knowledge/materials to new board members (secretary, treasurer, etc.)
  - Find information on Shared Drive
- Appoint members to the Pay and Benefits Committee
  - University Staff: Steve moved, Stephen seconded; all in favor, non opposed.
  - Classified Staff: seeking more representation, need three more individuals to fill representation
- Discuss/appoint chairs for the various committees – refer to table at the end of the minutes
  - Alejandro moved, Megan seconded; all in favor, non opposed.
- SA Retreat plan – Steve and Cindy
  - Morning will be about last year/committee reports and afternoon will be new business, planning, schedule review
  - Budget will be presented, peek on share drive if interested
- UCSC Report
  - Tuition policy (CFO took over) for review
  - August 4th and 5th is retreat
  - Maternity/Paternity policy for review
  - Reappoint Nick Lockwood as alternate of UCSC
    - Megan moved, Steve seconded; all in favor, none opposed.
- Hot Dog Picnic Event Notes
  - Bring in staff from other departments to assist with events
  - Provide tents for shade
- Ice Cream Social Event on August 11th
  - Propose ice cream only instead of ice cream with toppings
  - We ran out early last year so plan for a shorter serving time
  - Serve only water to drink, include music, start a comment box for attendee input

Adjourn

- Steve moved, Heather seconded; all in favor, non opposed.
<table>
<thead>
<tr>
<th>Committees:</th>
<th>Member(s)</th>
<th>End of FY18/End of FY19</th>
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<tbody>
<tr>
<td>Blood Drive</td>
<td>Ida Dilwood, Scott Reardon</td>
<td>End of FY18/End of FY19</td>
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<tr>
<td>Hospitality/Welcome</td>
<td>Jolene Schauland, Sarah Mesa</td>
<td>End of FY18/End of FY19</td>
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<td>Employee of the Quarter</td>
<td>Sabrina Wienholtz, Heather Kling</td>
<td>End of FY19/End of FY19</td>
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<td>Holiday Service Project</td>
<td>Mary Lile, Nancy Moore</td>
<td>End of FY18/End of FY18</td>
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<tr>
<td>Garrett Swasey Outstanding Staff Award</td>
<td>Steve Linhart</td>
<td>End of FY18</td>
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<tr>
<td>Pay and Benefits – Classified</td>
<td>Rose Johson</td>
<td>End of FY18</td>
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<tr>
<td>Pay and Benefits – University</td>
<td>Megan Murphy</td>
<td>End of FY17</td>
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<tr>
<td>Professional Development</td>
<td>Ali LaForce, Tamara Cannafax, Renee Rudolph</td>
<td>End of FY18/End of FY18</td>
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<td>Seeds</td>
<td>Sheryl Botts</td>
<td>End of FY18</td>
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<td>Spring Luncheon</td>
<td>Stephen Cucchiara</td>
<td>End of FY17</td>
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<td>Statewide Liaison for Classified Staff</td>
<td>Rose Johnson</td>
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