

SA Executive Board Meeting Agenda

Date: February 24, 2016

Time: 9:00 am

Place: Dwire 204

Call to Order

Roll Call

*Phillip Jones*

*Steve Medlin*

*Cindy Norton*

*Andrea Hassler*

*Justin Parker*

*Kristy Hignite*

*Stephanie Smith*

*Alejandro De Jesus*

*Jolene Schauland*

~~*Stephanie Vigil*~~

*Megann Murphy*

*Also may attend (UCSC reps):*

~~*Anja Wynne*~~

~~*Nicholas Lockwood—alternate*~~

~~*Nancy Moore—University Staff rep*~~

~~*Sarah Mensch—Classified Staff rep*~~

~~*Sabrina Weinholz*~~

Approval of the Minutes

Approval of the Agenda

Member and Committee Reports

- Spring Luncheon Committee – Cindy
  - Need more volunteers for the committee
  - Nancy Moore is taking on donations but could use more help
  - Sock Hop theme
  - May 24<sup>th</sup> – Gallogly
  - Still waiting on HR for longevity numbers – this takes time to look through
    - This year student employment and CU system years will count
- Diversity Conference – Alejandro
  - March 30<sup>th</sup> – UC – must preregister
  - Spread the word!
- Pay & Benefits – Megann
  - Met with Jean Durr about flex vs. comp time issue & standardization
    - Consider supervisor training to address this for non-exempt vs. exempt staff
    - Conversation of paying overtime vs. comp time
  - Reached out to (Josh?) for estate planning & HR services

### Announcements from the Chair

- April breakfast – Brad Bayer presenting, roughly an hour
  - Jackie from Bursar's office to host a 10 minute overview of tuition benefits

### Unfinished Business

- Vote on new Employee of the Quarter Program Info and Form
  - Voting for changes: Steve initiated - all in favor, non opposed
    - Remove supervisor signature
    - Add 3 year term
  - Stephanie motioned to approve; Megann seconded – all in favor, none opposed.
- March afternoon event programming – Estate Planning – Megann
- April Breakfast – Brad Bayer presenting (takes about an hour)
  - Do we want to also have a short presentation on Faculty/Staff Tuition Benefit and Jacque, Allison and I will be available after the breakfast for more individual questions?

### New Business

- Parental Leave policy discussion
  - Discussion regarding PPCC policy which provides leave for parents to support their child with mental/emotional/behavioral or IEP/504
- UCSC Report
  - No representatives present
- Academic Office Building – Indoor Air Quality
  - Is there someone on campus that employees can turn to regarding health and safety of employees? If there is a concern, who does this go to?
  - If health and safety – file a workman's comp. However, there is no one to talk to about a concern, only to file a claim.
  - Many people are getting sick and visiting the occupational health doctor; however, the doctor is unable to provide conclusive results that this is a work related illness and specialist visits are not covered. Others have complained that the doctor is setting a predetermined condition for those who have come in which prevents others from wanting to visit. A suggestion to resolve this is to contact a claims adjuster and speak with a different doctor.
  - Discussion suggests that employees should file the workman's comp claims and follow the established process. Contacting the Ombuds may be an appropriate route to help to mediate the issue and provide direction.
  - A survey had gone out but not many people responded to it out of fear of providing personally identifiable information related to office number.

### Adjourn- 10:03

- Cynthia moved, Kristy Seconded – all in favor, none opposed.