



**Coordinating Committee Meeting
Thursday, September 13, 2007**

MINUTES

Members Present: Annette Barnes, Eileen Bell, Kate Benn, Karen Denton, Marjorie Ensor, Carmen Foghorn, Lee Fogue, Steve Garber, Nancy Horton, Jill Martin, Kendall Moalem, Paul Riofski, Scherry Royal, Beverly Skinner, Kathleen Valerio, Winnie Wang

Members Excused: Wilfredo Balza, Jr., Laura Demir, Eric Ellisen, John Horton, Carol Suveda

Members Absent:

I. Chair's Report: Kathleen Valerio

- Report on 1st Quarterly Executive Meeting with AVC Steve Lustig on Sept 11: The officers discussed our plans to update our mission statement, by-laws and operating procedures and to develop a vision statement and strategic plan as we move toward a no-fee opt-in model. We also discussed possible new networking opportunities, like "BSA Buddies" and "BSA Goes To..." field trips. Kate Benn reported on the Orientation meeting and Nancy Horton reported on the CUCSA meeting. Sources of ongoing funding were discussed, as was Steve's perception of the role of BSA, which is to be a "finger on the pulse" of staff and to feed information both up and down the lines of communication.
- Kathleen Valerio and Kate Benn attended the welcome for the new VC for Equity and Inclusion, Gabor Basri, on September 4. He will be invited to attend a CC meeting and seemed interested – Kathleen will follow up.
- The CUCSA survey results will be sent to the CC along with the results from other campuses. We will do a survey of the rest of the BSA membership based on the CUCSA questionnaire.

II. The Minutes for the August 23, 2007 meeting were approved. Two members abstained from voting because they were not at the meeting.

III. Treasurer's Report: Scherry Royal submitted a written report, which is attached. She will review the membership status of the CC members. The bank account has been successfully transferred and a new bank stamp will be ordered.

IV. Committees Updates:

- Career Development/Mentorship: Steve Garber reported that the most recent "class" of mentors and mentees will be surveyed. Other programs, like "speed networking" are being discussed.
- Communications: Wilfredo Balza reported via Kathleen Valerio that there will be a meeting next week.
- CUCSA: Nancy Horton & Beverly Skinner reported that the most recent CUCSA meeting was quite exciting, and the written report on the meeting is attached. There was a refund from AVC Steve Lustig's office for some of the expenses of our hosting the

March meeting, because some expenses were covered for the full amount by Steve Lustig's office, which was more than was expected.

- Excellence in Management: Susan Cass reported that the date is set for May 21; it is on the Chancellor's and I-House calendars.
- Programs: Paul Riofski reported that those interested in this committee will be meeting.
- Social Events: Karen Denton passed out sign-up sheets for set-up, clean-up and food for the Fall Luncheon. Raffle prizes have been collected; more could be used. People are checking out various locations for the Holiday Luncheon; the scheduled date is December 13. We have a volunteer musician for that event.
- Transition: no report.

V. Old Business: none.

VI. New Business: none.

Respectfully submitted,
Lee Forgue, Secretary

**Berkeley Staff
Assembly**

Treasurers Report September 13,
2007

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Beginning Balance				\$3,034.83
7/1/2007	Deposits			
		Dues Payments	7/2/2007	\$120.00
		Dues Payments	7/9/2007	\$162.00
		Dues Payments	7/23/2007	\$90.00
	Withdrawals			
		Wilfredo Balza		-\$39.56
		Susan Cass		\$187.54
		International		
		House		-\$294.94
		Eileen Bell		\$112.33
Ending Balance				<u>\$2,772.46</u>
7/31/2007				

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Beginning Balance				\$2,772.46
8/1/2007	Deposits			
		Dues payments	8/6/2007	\$15.00
		Dues payments	8/13/2007	\$7.50
	Withdrawals			
		Stella Nonna, Inc	7/30/2007	-\$274.91
Ending Balance				<u>\$2,520.05</u>
8/31/2007				

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Beginning Balance				\$2,520.05
9/1/2007	Deposits			
	Withdrawals			
Ending Balance				<u>\$2,520.05</u>
9/30/2007				
Petty				
Cash				\$115.00
				<u>\$2,635.05</u>

Respectfully submitted
Scherry Royal

Berkeley Staff Assembly

Membership Report as of September 13, 2007

	Membership Ends 6/30/08	Membership Ends 6/30/07	Membership Ends 6/30/06	Totals
Coordinating Committee	6	11		17
Courtesy Members (renew automatically)		23		23
2006 EIM Awardees (courtesy membership)		32		32
Lapsed members (will need to pay to stay)			58	58
Regular members (<i>includes mentors and mentees</i>)	68	165		233
	<hr/>	<hr/>		
	74	231	58	363
		<hr/>	<hr/>	
			363	

Report from CUCSA to Berkeley Staff Assembly and AVC Steve Lustig

Council of UC Staff Assemblies Meeting
September 5-7, 2007
Hosted by UC Office of the President

Blum's "We Need to Be Strategically Dynamic"
CUCSA's response
Wyatt Hume's response

Katherine Lapp, Exec VP Business Operations – spoke on ramifications of President Dynes' decision to step down. "Making change while validating what's good about the university."
Monitor Group report of April 2007 – diagnostic analysis of OP and how it interacts with the campuses.

Phase 1 survey, interviews, assessments.

Phase 2 focus on

- developing an operating budget,
- capital budget,
- HR issues including senior management compensation,
- advocacy and government relations,
- business practices – best use of collaborative campus services
- "organization" of UC – defining roles of Regents, OP, campuses

Selection of next UC president – Regents want a good leader with academic credentials and management experience. Staff will have input to selection process.

CUCSA Strategic Plan – 3-5 Years

- Ad-hoc subcommittee formed to draft strategic plan with input by campuses.
- Workgroups for 2007-08 are Communications, Retention, standing committee is Policies and Procedures.

Randolph Scott, Executive Director, Policy and Program Design, HR&B

2008 Medical Plan Bid results – changes in behavioral health coverage, "pay banding" changes to single parents in lower paybands (will pay lower premiums); Staywell program (no cost to employees).

UCOP Panel

Haggai Hisgilov

- Strategic sourcing, reducing cost of purchased products by leveraging UC buying power

Laine Farley

- California Digital Library

Ron Oshima

- Learning Management System

Ben Allen – Student Regent

Spoke on Regent selection process, role of the student Regent, milestones since the first student regent, external relations, support of staff salaries, K-12 outreach initiatives, affordable education for undergraduates, diversity study, keeping legislature informed, loan forgiveness for students, leadership of the 60's – leadership like Pat Brown and Clark Kerr, advice to staff for helping Blum carry out his plan. He would like for UC to lead in environmental issues.

Charles Robinson, General Counsel

Description of staff structure in GC office, pressing issues (maintaining proper balance between excellence and access of UC), "workarounds" for Proposition 209, qualities of next UC President – high integrity, ethics, plays by the rules, vision, charisma, inspirational; being a good manager is less important than charisma and integrity.

Student Academic Preparation

Michael Aldaco

- MESA program

Frank Garcia

- Puente Program (provided handouts)

Juan Sanchez

- EAOP (provided handouts)

Unique activities from other campuses – full reports from each campus can be downloaded from the CUCSA website (look for grid at bottom of page). http://www.ucop.edu/cucsa/delegate_resources.html

- LBNL: “Active for Life” program with the American Cancer Society
- UCD: Sells a pin to staff for fundraising; health fair; educational programs (ESL, computers); scholarships for families
- UCLA: tailgate parties at football games
- UCM: Tennis tournament
- UCOP: Leaders speak to staff
- UCSB: Events including ice cream social, arts and crafts, Halloween decoration
- UCSC: Quarterly meetings with Chancellor; annual pancake breakfast; Thumbs-Up Award
- UCSD: Idol competition; Chancellor’s 5k run;
- UCSF: Learn at lunch (Brown Bag)