California State University Channel Islands
Staff Council

AGENDA

Regular Meeting

Thursday, October 17th, 2024, 9:30 – 11:00AM

Location: Sage Hall 2030 preferred (or Zoom as needed)

Meeting Etiquette

Meeting Information: https://www.csuci.edu/staff/council/minutes-agendas.htm

Representative Attendance Record: 2024-25 Meeting Attendance.xlsx

OPENING STATEMENTS

1. Call to Order (Chair, Rebecca Slocum) and Roll Call (Secretary, Rachel Danielson)
   a. Sean Kramer, Vice-Chair, leading meeting in lieu of Rebecca Slocum, Chair
   b. Meeting started at 9:38AM
2. **NEW** Staff Welcome – Join us in welcoming the new additions to CI!
   a. Sherilyn Ashena – Career Counselor (School of Education)
   b. Stephanie Jacinto – Administrative Support Coordinator (School of Arts & Sciences)
   c. Lauren Kearney – Education, Prevention, and Compliance Specialist
   d. Megan Little – Assistant Coordinator (Residential Education) - ***in attendance***
   e. Dominic Porras – Admissions Counselor (Admissions & Recruitment)
   f. Marisol Ramirez – Notetaking Assistant (DASS)
   g. Gregory Richmond – Recruitment & Admissions Counselor (School of Education)
   h. Kaylen Sanchez – Title IX & Inclusion Administrative Support
   i. Daniela Sierra – Program Counselor & Navigator (School of Education)
3. Public Comment Period (Chair, Rebecca Slocum)
4. ACTION: Approve Consent Agenda (Chair, Rebecca Slocum)

CONSENT AGENDA (Unanimously approved)

1. ACTION: Approval of Staff Council minutes for 09/19/24 (Secretary, Rachel Danielson)
2. INFORMATION: Division Reports
   a. Division of Academic Affairs
   b. Division of Business & Financial Affairs
   c. Division of Student Affairs
   d. Division of University Advancement
   e. Office of the President

3. INFORMATION: Campus Committee Reports
    a. [Academic Senate](#) – Jeannette Edwards, Cynthia County, Sean Kramer
        i. Sean talked about the new GE policy that is in the works
        ii. Committee on Equity & Anti-Racism (CEAR) – Courtney Gross
        iii. Unity Coalition – Rachel Danielson
    b. Employee Campus Climate Survey Committee – Rebecca Slocum
    c. Non-Tenure Track Faculty Council (NTTF) – Rachel Danielson
        i. Meeting on 10/10; notes included at bottom of this document
    d. [President's Advisory Council on Inclusive Excellence (PACIE)](#) – Rebecca Slocum
    e. [President's Planning & Policy Committee (PPPC)](#) – Rebecca Slocum, Brian Lindgren, Edna Davoudi
    f. [Strategic Resources and Planning Committee (SRPC)](#) – Rebecca Slocum, Alex Calderon, Amanda Sanchez
    g. Student Success & Continuous Improvement Task Force – Riley Crain
        i. One additional seat is available for staff representation – email CI.StaffCouncil@csuci.edu to submit a nomination
    h. University Art Review Committee (UARC) – Kellen Smith
    i. University Police Advisory Council (UPAC) – Alex Garza
        i. Colleen updated that it should be starting in early November

INFORMATION AND ACTION ITEMS

8. ACTION: Approval of Financial Report (Treasurer, Colleen Haws)
    a. $2495.79 current balance
    b. TBD if we will get OTP budget for the next Corporate Games?
9. INFORMATION: Staff Council Chair's Report (Chair, Rebecca Slocum)
10. INFORMATION: Ex-Officio Reports
    a. Student Government Report (Student Government President, Andrew Fox) - Not in attendance
    b. Office of the President Report (Alex Padilla on behalf of Chief of Staff, Kaia Tollefson) - Not in attendance
    c. Academic Senate (Academic Senate Chair, Christina Smith) - Sean has an email from Christina
        i. Shared governance topics
            1. TPM policy
            2. Strategic planning budget
            3. Academic Master Plan
                a. New graduate programs to be coming on-line Fall 2025
        ii. RTP policy
        iii. GE brown bags
11. INFORMATION: Subcommittee Reports
    a. Governance (Subcommittee Chair, Paula Robertson)
        i. Has not met since last SC meeting
            1. Will get something on the books ASAP
        ii. Amanda Sanchez new Exec liaison

b. Communication & Brand Management (Subcommittee Chair, Alex Garza)
    i. Meeting next week for brainstorming
    ii. Meeting week after that as a working meeting
    iii. Who is the target audience? Fun things? Work things?
    iv. Newsletter vs. Ferry?
c. Outreach & Development (Subcommittee Chair, Alex Calderon)
    i. Reminder - door decorating contest next week for Homecoming
        1. 21 people registered
        2. SA will deliver decorations to areas at 11AM
    ii. Survey to be sent out to ask SC what we want to focus on for the holiday season
        1. Requested to complete within the next week
        2. Service competition?
        3. Drive for Casa Pacifica?
            a. They have a lot of wish lists on their website
            b. Tree with child-specific tag (used to have at Tortillas)
                i. Have in Police Department lobby?

12. OUTSTANDING BUSINESS:
a. ACTION: CI Staff Council mission and vision statements draft
    i. Discussion on wording of Transparency paragraph
        1. Remove "Holding campus leadership accountable"
        2. Advocate? Ensure?
        3. Paragraph reworked to the satisfaction of the group
    ii. Rachel Danielson moved to approve; Paula Robertson seconded. Approved by unanimous consent.

13. NEW BUSINESS:
a. ACTION: SCR 24-04 Support for a Dean's List
    i. ASI has already approved their resolution
    ii. Ask Registrar
        1. Will still keep Semester Honors? Or is it replacing Semester Honors?
            a. Per Colleen Forest - Will be replacing Semester Honors with a threshold of 3.50 (instead of 3.75). Additionally, the 4.0 students will now be on the "President's List"
    iii. Brian Lindgren moved to approve; Yasmine Wyatt seconded. Approved by unanimous consent.
b. Great American Shake Out happened during meeting

14. ADJOURN
a. PeopleTools upgrade (Sean Kramer)
    i. 10/18 at 3PM stop updating student records
    ii. Fully shut down over the weekend
    iii. New look for PS coming in February
b. Paula Robertson – seeking third participant for her POEC submission
    i. Several folks volunteered
c. Colleen Haws promoted Pink Patch Project 2024
d. Yasmine Wyatt promoted Ghostbusters movie night put on by Housing

e. Adjourned at 10:37AM

Next Staff Council Meeting is scheduled for 9:30am on Thursday, November 21st, 2024, in-person (SOL2175) or on Zoom as needed – agenda to come.

Agenda respectfully submitted by Rachel Danielson, CI Staff Council Secretary

Attendees via Zoom:

R	rachel.da... (Me, Participant ID: 362298)
Sage 2030 (Host)	
Sean Kramer (CSU Cha... (Co-host)	
Alexandria Calderon	
GR	Gregory Richmond
JR	Jennifer Raymond
KS	Kaylen Sanchez
Kellen Smith	
ND	Nancy Deans (she, her)
Riley Crain	
SM	SA-Carolina Martinez

NTTF Council Meeting
Thursday, October 10, 2024
12 pm to 1:15 pm
Agenda

1. (12 -12:15pm) Public Session
    1. Opening of session
        1. Change to state-wide senate bylaws to add a NTTF/lecturer seat
            1. Still needs to be voted on by each campus
    2. NTTC Officer Report
        1. Questions on how NTTF receive their evaluations if they teach for more than one discipline
        2. Discussion around inequity of faculty bios: tenured, non-tenured, lecturers
            1. Whether intentional or not, there is the impression of ranking by importance/value
            2. Varies widely by department
        3. Syllabi cannot be considered intellectual property because of how they are retained by WASC
            1. Recommendation is for folks to keep syllabi more "bare bones" and provide any IP in a different format
    3. Public forum
        1. Canvas https?://cilearn.csuci.edu/enroll/EHJK34
        2. Will have ability to open forums in Canvas to allow for discussions in-between meetings
2. (12:10 -12:15pm) Determination of quorum (60% of voting members, proxies count)
3. (12:15 -12:20pm) Review of and approval of agenda
4. (12:20 -12:35pm) Old business

Current Filled NTTC Members

Officers (V): Co-Chair Team – Nancy Deans & Tabitha Swan-Wood
Communications Officer (V): – Susan Lefevre

Senate Lecturer Reps (V):	Mari Estrada Susan Lefevre Billy Munroe Tabitha Swan-Wood

NTTF Non-Senator Academic Senate
Committee Members (V):
    Daniel Armanino (CEAR)
    Heather Malloy (?)
    Rachael Jordan (FDAC)
    Lorna Profant (SRPC)
    Kathleen Klompien (CGEAC)
    Vivian Henchy (CCI)

Senate NTTF Dept Reps (V):	Nancy Deans (Chem) Brian Rasnow (Phys) Christopher Scholl (Poli Sci/Global Studies)
1 of 2 At-Large (V):	Chris Acosta
Library/Counselor Rep (V):	Breeann Austin
Staff Council Rep (V):	Rachel Danielson
Tenure-Track Rep (V):	Gregory Wood
CFA Rep (NV):	Jonathan Caravello
CEAR Rep (NV):	Susan Lefevre

5. Update on Voting Membership
6. (12:35 – 1:05pm) New business
    1. Current policies under revision for Senate
        1. TPM
        2. GE
            1. NTTF did not vote to table – someone asked why
            2. TSW explained that it was just the first reading and so much work went into it already
                1. Additionally brown bags were still upcoming which would provide opportunities for feedback
        3. Animals
            1. Currently with Senate Exec? (Ask Sean)
                1. With PPPC – revision of existing policy
            2. Service animals MUST be registered with DASS
            3. Wild and domestic
            4. Assumption is the intention is to protect people with animals, and protect people from animals that may be aggressive
    2. Discussion on highest priority actions
        1. Policy on WTUs for NTTF service
            1. No official policy currently exists
        2. Policy on NTTF Titles
            1. They want to move away from "lecturer" – has bad connotation

  2. Possibly change to "teaching professor"

    1. Nursing faculty likes "clinical professor"

 3. Resolution on Cultural Practices of Discriminatory Distinction

  1. Faculty bios

  2. Start-of-year announcements of new tenure track faculty vs. NTTF

 4. NTTFriend system for new NTTF

  1. Like the staff buddy program

  2. Nancy gave credit to Staff Council for the idea 😊

    1. I gave a quick overview of how we handle it

  3. Question asked by Greg if NTTF Council/Staff Council could make the case to the Provost for a small amount of funding to support coffee/lunches/etc.

  4. Concerns expressed around the amount of time this could take up for folks

    1. Could be a heavier burden (time wise) that some have available or are willing to give

    2. It was stated that this "program" is intended as a more casual connection/friend type relationship, not mentorship

7. (1:05-1:15pm) Open discussion

 1. Discuss the business of the day

8. (1:15pm) Adjourn

9. Included Written Reports