NOTICE OF MEETING OF THE STAFF COUNCIL OF CSU CHANNEL ISLANDS
NOTICE IS HEREBY GIVEN, to the general public and to all of the members and represented parties of the Staff Council of CSU Channel Islands, a campus recognized organization providing representation of Staff through campus Division selected representatives. A meeting of the Staff Council will be held on Tuesday, March 16, 2021 at 9:30 a.m., pursuant to Education Code Section 89921 et seq., via zoom link: https://csuci.zoom.us/j/99786011559, to consider and act upon the following matters:

1) Call to Order: 9:33 a.m.
2) Roll Call:
   a. Staff Council Elected and Appointed Members:
      i. Academic Affairs: Alyssa Lyons, Catherine Hutchinson, Cesar Rangel, Crystal Delatorre, Jessica Dalton
      iii. Office of the President: Mary McDonnell
      iv. Student Affairs: Annie Block-Weiss, Hannah Smit, Leticia Dowd, Tanya Yancheson
      v. University Advancement: Carolyn Shamowski
   b. Present: Catherine Hutchinson, Cesar Rangel, Jessica Dalton, Annie Block-Weiss, Hannah Smit, Leticia Dowd, Tanya Yancheson, Carolyn Shamowski, Christine Girardot, Colleen Haws, Daniel Stewart, Karly Ibrahim, Melissa Bergem, Renee Fuentes, Mary McDonnell
   c. Absent: Alyssa Lyons, Crystal Delatorre, Marina Moreno, Stephany Rodriguez
3) Approval of Agenda: March 16, 2021
   a. Motion: Daniel Stewart
   b. Second: Renee Fuentes
   c. Discussion: None
   d. Vote: Yes- 13, No- 0, Abstain- 0
4) Approval of Minutes: February 16, 2021
   a. Motion: Mary McDonnell
   b. Second: Colleen Haws
   c. Discussion: Friendly Amendment from Mary McDonnell- HEERF Funding spelling correction
   d. Vote: Yes- 13, No- 0, Abstain- 0
5) Public Forum: None
6) Reports:
   a. Ex-officio Reports:
      i. Student Government (Chief of Staff Isaiah Ball)
         1. Student Government is working on Initiatives around mental health and sustainability that will occur the week of April 20th. More info will come as they work on securing speakers and finalizing the details.
         2. Student Government is working on resolutions that will be passed when we return from spring break such as the statement in solidarity and support for our Asian American and Pacific Islander Communities
         3. Elections to run for office just closed so please encourage students to vote on April 13th and 14th
ii. Past Staff Council Chair (Rosario Cuevas)
   1. No report

iii. Office of the President (Dr. Kaia Tollefson)
   1. Fall repopulation - All operating in the realm of not having the answers and work in an ambiguous space
      a. Fall planning is occurring in many respective areas to navigate the everchanging climate around the pandemic. Challenges that exist are that we do not know to what extent we will be able to be back in Fall so we are waiting for a notice any day from our state and local guidelines
      b. We have a group focusing on communication needs all around campus to ensure as smooth as a transition as possible. Some staff developed a matrix of risk with associated capacity issues and the matrix builds out the plan for each tier and has actions and guidelines to navigate each tier which will assist if things change.
      c. Our Inclusive Excellence Action Teams will be finalized soon. Administrative reps have been identified. This week the selection committee is finalizing faculty, staff, and student participation in the teams and notice will be provide following Spring Break.
      d. When we present plans in the fall, we will build action team plans into the budgeting process institutionalizing the work.
      e. As a follow-up to the President Yao’s Spring Address - he will be holding office hours which will be announced after Spring Break. Office hours will be separated out for Faculty/Staff and separate hours for Students.
      f. Some members of Campus Leadership had the opportunity to sit in with Raudel Bañuelos and 3 other Chumash Elders to discuss how our campus will continue building the relationship with the Chumash land. There is also work from Student Government and the campus for a land acknowledgement which we want to ensure is more than a process of words on paper but about our relationships to each other, honoring the land, and encompassing healing.
      g. The Satwiwa project will be continuing as we begin to transition back to being on campus and provide trail maintenance and care around the shrine at the mountain top.
      h. Final update, local leaders have turned the Ventureño language into a published dictionary of the Chumash language and they want to work with our campus to develop an online and living version of that dictionary.

iv. Academic Senate Chair (Dr. Greg Wood)
   1. Unable to join us

b. Division Reports
   i. Division of Academic Affairs
      1. None
   ii. Division of Business & Financial Affairs
      1. CHRS Recruiting Project - Christine Giradot, check out HR page to learn more to come
      2. Campus global, Chief Morris is leaving and retiring at the end of May and Lieutenant Massey will begin serving in the Interim Chief role.
3. Organizational changes in ITS—Lacey Lovejoy-Allen and Sean Bochat left the University in the last month so the area is currently short staffed as they back fill positions so we thank you for your patience.

iii. Office of the President

1. Dr. Yao is still hosting the IEAP discussions. If you have not had a chance to listen and hear the walkthrough of the process there is this Monday at 1:30 and Tuesday March 30th at 10 a.m.
   a. Monday, March 22 at 1:30 p.m. (Faculty & Staff)
   b. Tuesday, March 30 at 10 a.m. (Full campus)

iv. Division of Student Affairs

1. Self-Care- program launched March 1st that provides resources for Self-Care. Staff interested in participating use modules in Canvas, and participate in optional discussions facilitated by CAPS staff members. The Team that developed this is campus wide initiative is served by Courtney Ellis, Wendy Olson, Cathy Hutchinson, Annie Block-Weiss, and Mark Patterson.

2. ASI is hiring many Student Assistant positions- the 1st review date is March 31st to get everyone checked before finals but all positions are open till filled. We know a lot of students are looking for jobs and our jobs do start in the summer with half starting June 1st and half starting July 1st.

v. Division of University Advancement

1. None

c. Financial Report: (Interim Treasurer- Renee Fuentes)
   i. We had a small deposit placed into the account so we have a total balance of $4071.12

d. Committee Reports:
   i. Communication (Chair Cesar Rangel)
      1. We are working on the March Newsletter while also being busy in our roles so thank you for your patience as we get it out.
      2. As a follow-up to the insert from the February newsletter, CI Staff Council celebrates you where we are encouraging Staff to submit their milestones in lieu of a staff celebration this year. We hope that staff will submit their milestones, as we want to celebrate our staff. If you know anyone hitting a cool milestone please send it in or encourage staff to submit their accomplishments.

   ii. Events & Recognition (Chair Carolyn Shamowski)
      1. Still working on the virtual cookbook
      2. Outstanding job on the newsletter!
      3. Reminder that you all are incredible, remember to tell people!

   iii. Governance (Chair Melissa Bergem)
      1. None- still determining decision

   iv. Ways & Means (Interim Chair- Colleen Haws)
      1. $168.75 for See’s Candy Fundraiser is going on till Friday- please remind departments and share the flyer with your teams: https://www.csuci.edu/staff/council/documents/sees-candies-staff-council-spring-flyer.pdf. There is an option for a year-round fundraiser so we plan to have this occur after this Fundraiser concludes.

7) Outstanding Business:
   a. None

8) New Business:
a. DISCUSSION ITEM: Toni Deboni Welcome and Division Changes Introduction- Time Certain 9:40 a.m. (DSA Vice President, Toni Deboni)
   i. Dr. Yao really valued feedback that came from Staff Council. Her presence is not trying to replace Dr. Yao but keep the line of communication open for the group in her new interim role as Vice President.
   ii. Provided brief overview of Student Affairs reorganizational updates and collected Staff Feedback
      1. Encourage to continue work around racial accountability, resources, and action to add to the campus’ cultural competency and self-care around re-opening- Tanya Yancheson
      2. Emphasized self-care and shared out differing staff challenges. Encourage utilizing time for self-care
b. INFORMATIONAL ITEM: Voting Results from email vote regarding The CI Staff Council Statement in Solidarity and Support for our Asian American and Pacific Islander Communities within and beyond CSU Channel Islands, Group (Chair Annie Block-Weiss)
   i. Thank you for everyone voting over email. The statement is on Instagram, linked on agenda, and posted to our website. We had a very close vote on our two versions, one longer and one shorter. The longer version was selected with 8 votes with the shorter version coming close with 7 votes.
c. INFORMATIONAL ITEM: Sustainability Live Lounge- Student Union Group (Chair Annie Block-Weiss)
   i. The Staff Council will assist with a couple prizes for staff. All staff who participate/attend would receive a raffle ticket and the winners selected will receive a prize.
   ii. CSUCI’s Sustainability Working Group, CI’s Climate Action Forum: How Can You Influence Our Future? The Event is March 25, 12-1:30 pm
d. ACTION ITEM: CI Staff Council Election- Vote needed to adjust service timeline (Committee Chair Melissa Bergem)
   i. Proposal: Anyone ending their term in June 2021, would stay on for another year ending their term in June 2022.
   ii. Vote
      1. Motion to approve the Staff Council staying as status quo in our positions for one year and not run elections for this year
         a. Motion: Jessica Dalton
         b. Second: Renee Fuentes
      2. Discussion- questions or concerns
         a. We do have open appointments for members, and a Chair position from a committee that will need to be filled. If you are interested in serving as a Chair, please think about it once the vote carries. If your term is ending, we want to acknowledge that it is extra work and COVID has made life hard, especially with working virtually. It is wonderful that you are considering approving it since we know for about a third of the Council means that you are taking on a 3rd year.
      3. Vote:
         a. Yes- 14, No- 0, Abstain- 0
e. DISCUSSION ITEMS: Increase Staff Involvement and Engagement- Collect Staff Council Member Names of who is willing to be filmed/film themselves describing their experience serving on the Staff Council. (Secretary Tanya Yancheson)
   i. We will reach out to those individuals with more information and guiding questions so please email ci.staffcouncil@csuci.edu if you would be interested in participating.

f. DISCUSSION ITEM: COVID Adjustments and Staff Feedback about re-populating the campus (Secretary Tanya Yancheson)
   i. Anxiety around re-population concerns not so much about safety but more so around now having a commute, rearranging commitments and balance personal and professional needs. Concern around mental health is high.
   ii. Uncertainty with the tiers and projections based off current numbers is nerve-wracking. There is lots of excitement but still no mandates so it is hard to feel fully confident regarding protocols being put in place and having to navigate an increase PPE supply, especially if demands are high and we find ourselves in a similar situation as we did at the start of the pandemic. Additionally, it is hoped to have developed by the campus a leave process for child care and family care if returning to work is a bigger challenge than anticipated. There are joys in being home.
   iii. A couple questions from our area would be to learn how the return to campus will be affected by the tiers, how campus will be affected this summer, and what the timeline will look like. Will there be a campus wide or department level option to continue working from home?
   iv. I have felt more productive working from home. My mind feels more alert and focused, with coworkers in my team we are not opposed to hybrid schedules. Additionally, it is concerning not being able to mandate vaccines so it will be hard being fully comfortable to be back on campus.
   v. Building fall schedules in Academic Affairs we are planning for campus to be at 70-75% capacity and if there is a concern that not everyone is vaccinated then we will still have to social distance. For example, most of the large classes will remain online and a 40 person class will take largest class space on campus to ensure distanced is maintained.
   vi. As of now we have been told to plan for social distancing, masks, and no events will be the standard so please know we are planning in that regard versus a campus reopening similar to the state of existence before COVID. We are following State and local public health guidelines, we are planning for every possibility.

gh. DISCUSSION ITEM: Drive-In Commencement Update and questions that staff have (Chair Annie Block-Weiss)
   i. 6 commencements, 1 for class of 2020 and 5 for class of 2021. Each graduate is permitted one car with no occupant limit. For the stage portion, only the graduate can get out and cross the stage and then get back in car and then everyone goes to the large parking lot where the ceremony had begun earlier.
   ii. There will be a shortened Commencement ceremony. Masters and Credential students have been assigned a ceremony on Sunday. Otherwise other graduates can pick their day for the class of 2021.
   iii. MPPs will be asked to staff the event and if any non-MPPs are interested in working they can ask their supervisors for approval to come and help.
   iv. Gates will open an hour prior to the event, then they will do the ceremony followed by the drive-in commencement stage walk.
h. INFORMATIONAL ITEM: Participation Encouraged- Coffee Affinity Group (Chair Annie Block-Weiss)
   i. We have about 5 people interested but not enough total participants to rotate staff effectively. Please email Annie Block-Weiss and we will add your name to group. As a reminder all participants can be any staff level and each month you will be paired with one person to get to know them. We need bigger pool of people to make it happen so thank you for considering participating.

9) Closing Comments: None
10) Adjournment: 10:59 a.m.

Next Staff Council Meeting is scheduled for Tuesday, April 20, 2021 at 9:30 a.m. via zoom link: https://csuci.zoom.us/j/99786011559

Agenda respectfully submitted by Tanya Yancheson, Staff Council Secretary.