

## California State University Channel Islands Staff Council

### MINUTES

#### Regular Meeting

**Tuesday, January 16<sup>th</sup>, 2024, 9:30 – 11:00 AM**

**Location:** BRO 1750 preferred (or [Zoom](#) as needed)

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

#### OPENING STATEMENTS

1. Call to Order (Chair) and Roll Call (Secretary): 9:44AM
2. Public Comment Period (Chair)

Mark Patterson – Talking circles are continuing; encouraging folks to participate in these and ask if they have any questions

Helping people with building their contract negotiation skills; another workshop scheduled

3. ACTION: Approve Consent Agenda (Chair)

Approved by unanimous consent

#### CONSENT AGENDA

4. ACTION: Approval of Staff Council minutes of 12/19/23 (Secretary, Shannon Fitzpatrick)
5. ACTION: Approval of Staff Council minutes of 01/09/24 (Secretary, Shannon Fitzpatrick)
6. INFORMATION: Division Reports
  - a. Division of Academic Affairs

Rebecca Slocum – Mary Laurence is departing at the end of January

- b. Division of Business & Financial Affairs

Paula Robertson - VP of BFA position should be posted soon, if not already; there should be a public forum; hopeful for a selection by April with the finalist starting by July 1

- c. Division of Student Affairs

Carolina Martinez – Food pantry is expanding; students can order online

- d. Division of University Advancement

Alex Calderon – New AVP hire should be announced in February; new Alumni Coordinator started today; new Admin Support temporary for the next 6 months in the Career Center; Amber Bruno has departed CI; UA is hiring a Gift Management and Records Technician

e. Office of the President

Alex Padilla on behalf of Kaia Tollefson – Campus photographer Whitney Howard has departed; Andrew Lorenzana left at the end of December; Communication Specialist and OTP Operations & Event Lead positions are open; new photographer position should be open soon

7. INFORMATION: General Committee Reports

- a. Academic Senate
- b. Integrative Marketing Communication Advisory Group
- c. President’s Planning & Policy Committee
- d. President’s Advisory Council on Inclusive Excellence
- e. Strategic Resources and Planning Committee
- f. University Police Advisory Council
- g. Western Association of Schools Colleges

No major updates from any of the above committees currently.

INFORMATION AND ACTION ITEMS

8. ACTION: Approval of Financial Report (Treasurer, Colleen Haws)

Colleen: Currently, our balance is \$3,129.74; this amount does not include our 2 latest fundraisers, Panda Express and See’s Candies; when those post, we should end up around \$3,480

9. INFORMATION: Staff Council Chair’s Report (Chair, Rebecca Slocum)

First meeting with Kaia last week; thanks to Kaia’s effort with the Cabinet, we have campus funding for Corporate Games; Games will be Mar – May, more details to come; can also check the registration form on their website to see a list of potential events

Discussed in our special session about having after-hours events for social gathering; sign-ups will become available to rotate those in charge of the after-hours event planning, details will be sent to reps in the Teams group later today

Much appreciation to all those who attended the special session

10. INFORMATION: Ex-Officio Reports

- a. Student Government Report (Annie Block-Weiss on behalf of Daisy Navarette, Student Government President)

Student Government is currently looking for Senators and looking for interns; SG is also meeting with CFA Chapter President Greg Wood to discuss the upcoming CFA strike and

disseminate information with students regarding the strike; very excited for the semester ahead; President Navarrete is interested in working with staff on how to better support students on our campus, so feel free to reach out to her

b. Office of the President Report (Alex Padilla on behalf of Dr. Kaia Tollefson, Chief of Staff)

If you haven't already signed up on the RELA portal (Search "RELA" on CSUCI website), we encourage you to do so. Upcoming training on supporting undocumented students available on January 25<sup>th</sup>. Trainings are available solo or with a group. Resources on racial equity are available for free on this portal.

President talked about the CI2030 plan in his Convocation address. President met with different campus constituents to talk about the plan.

Campus Climate Survey for students – survey on belonging, Fall '24 and Spring '25; employee survey will be moving to every other year instead of the prior frequency in hopes to garner a higher response rate

Question about next SRPC meeting – Alex P. mentions the details are on SRPC website

c. Academic Senate (Dr. Jason Miller, Chair)

~~Provost made an offer for a Dean of the Library position, expects finalist to begin in the position by March 3; (Note: This line is stricken from the record as this information changed shortly after our meeting, and the Dean of Library search was announced as cancelled by Provost Avila.)~~ Dean Kohli will be retiring effective January 31, expect to see an email regarding an interim dean for this role; additionally, a call for interim associate deans may go out; conversation about academic reorganization on campus; CFA strike next week, will affect Academic Senate's calendar; Senate Exec meeting this Friday; Senate bylaws changes anticipated in Spring; next Senate Chair will be elected

Strike questions – Staff Council is here to support you during the strikes

11. INFORMATION: Committee Reports

a. Ways & Means

New Ways & Means Chair – Rachel Danielson

Report: Upcoming fundraiser with popcorn, timeline and flier forthcoming, hopefully up and running by February

b. Governance

No new updates

c. Events & Recognition

Committee has been meeting consistently for the past few months; some ideas we wanted to share include: wellness walks for staff, annual headshots, staff appreciation week (spirit week), lunch with leadership, social hour with the President's Cabinet, professional development trainings with HR, emphasize LinkedIn Learning more, casual coffee hour, mention work anniversaries, Padlets, department recognition throughout the year so folks can learn about other departments, have departments come present in SC meetings on what their departments do and we can see one another's faces, and finally sharing staff successes on our SC social media

d. Communication

Committee has a meeting on Friday; planning on restructuring; early February newsletter; send us items in by next week (before end of January) if possible

12. OUTSTANDING BUSINESS:

a. INFORMATION ITEM: vacancies

- i. Council rep for OTP
- ii. Representative for Academic Senate

Need another staff rep

iii. Representative for CEAR

Need an alternate for Courtney

iv. Representative for Employee Campus Climate Survey Committee

Another opportunity to represent staff; assist with creating the Campus Climate Survey

b. INFORMATION ITEM: February's Staff Council Lunch date selection

Please complete the poll so we can select the best date to have lunch at Islands

c. INFORMATION ITEM: Staff Council After Hours social hour coordination sign-up sheet ([link](#))

We encourage you to complete this sign-up sheet to assist with our after-hours social hours!

13. NEW BUSINESS:

a. INFORMATION ITEM: [Attendance survey](#) anticipated to be used going forward

14. ADJOURN: 10:36AM

Next Staff Council Meeting is scheduled for February 20, 2024, via [https://csuci.zoom.us/meeting/register/tZwkf-6trzooGNN\\_dlfSx9ipyTMjLC8vM59B#/registration](https://csuci.zoom.us/meeting/register/tZwkf-6trzooGNN_dlfSx9ipyTMjLC8vM59B#/registration)

**Minutes respectfully submitted by Shannon Fitzpatrick, CI Staff Council Secretary**