

**California State University Channel Islands
Staff Council**

MINUTES

Regular Meeting

Tuesday, March 19th, 2024, 9:30 – 11:00AM

Location: BRO2533 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): 9:36AM
2. Public Comment Period (Chair)
 - a. Stacey Yates – Would really appreciate trainings.
3. ACTION: Approve Consent Agenda (Chair)
 - a. Paula Robertson moves to approve, Colleen Haws seconds; approved by unanimous consent.

CONSENT AGENDA

4. ACTION: Approval of Staff Council minutes of 02/20/24 (Secretary, Shannon Fitzpatrick)
5. INFORMATION: Division Reports
 - a. Division of Academic Affairs
 - i. Report by Courtney Gross
 1. EU has launched an online Bachelor of Health Science degree program.
 - ii. Report by Sean Kramer
 1. Student Systems is hiring another student assistant.
 - b. Division of Business & Financial Affairs
 - i. Report by Paula Robertson
 1. Leah Torres is now in the Cash Services Manager position in SBS. She has been with CSUCI for 8 years and previously served as a Collections Specialist and more recently the Student Account Lead.
 2. Leilani De La Cruz has accepted the position of Student Account Specialist - prior positions included Student Assistant and Collections Specialist.
 3. The search for the next Vice President of DBFA is underway. First round interviews will be complete by the time of the meeting. Final round interviews are anticipated to take place in early April.
 - ii. Report by Brian Lindgren

1. HR has taken on training and development. They have not yet decided who's doing what. Not sure if a posted has been/will be posted for training. As for the monthly and regular training that Wendy Olson used to do, no one is currently taking that on. However, there are cross-campus collaboration trainings offered by other CSUs via Zoom. Those can be found on CSU Learn.
2. Idea by Alex Calderon – Maybe Staff Council can assist with these onboardings in the absence of a professional development trainer/onboard person given Wendy's departure.
3. Concurrence by Sean Kramer – Want to piggyback off Alex's idea. Agreed that it would be nice to have a fellow staff member give tours or onboard.
4. Idea by Alex Garza – Bring back the "Dolphin Buddy System".
- c. Division of Student Affairs
- d. Division of University Advancement
 - i. Alex Calderon – University Events is hiring student assistants for the summer.
- e. Office of the President
6. 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
 - i. Report by Alex Garza
 1. CI Chief of Police position is now posted to [CI Jobs](#).
 2. Run, Hide, Fight and Recognize/Refer Training with CAPS - dates will be announced soon.
 3. Presentation was given by Sgt. Arcelia Rosas on the benefits of police officers wearing External Load Bearing Vest. The campus community is encouraged to learn about this pilot program.
 4. 80% of vehicle stops on campus end with warnings, and some feel that numerous warnings without tickets are harassment. Chief will look into reasonings for vehicle stops.
 - g. Western Association of Schools Colleges

INFORMATION AND ACTION ITEMS

7. ACTION: Approval of Financial Report (Treasurer, Colleen Haws)
 - a. Balance is at \$3,354.06; awaiting latest funds from See's Candies fundraiser.
 - b. Paula Robertson moves to approve, Sean Kramer seconds. Approved by unanimous consent.
8. INFORMATION: Staff Council Chair's Report (Chair, Rebecca Slocum)
 - a. Search for VPBFA is underway. Staff Council Exec will be meeting with the candidates; please feel free to direct any questions and concerns to your Exec Team.

- b. Enrollment Management is moving out of Academic Affairs into the Office of the President. Chair and Vice Chair are thus moving divisions. Direct any questions or feedback about this change to Exec.
- 9. INFORMATION: Ex-Officio Reports
 - a. Student Government Report (Daisy Navarette, Student Government President)
 - i. None.
 - b. Office of the President Report (Alex Padilla on behalf of Dr. Kaia Tollefson, Chief of Staff)
 - i. FYI about VPBFA search – hoping to get global out soon. Registration link for the open forum will be sent shortly.
 - ii. We hope some of you could attend the OneHealth forums. Asynchronous options are coming. Strategic plan scheduled for Fall.
 - iii. Operations positions at OTP has been reposted due to restructuring at the office.
 - iv. Emails related to strategic directions, strategic initiatives, strategic planning, etc. Strategic directions [website](#) has been published; serves as gap coverage between reaccreditation and other strategic planning efforts. Please reach out to Alex P. if you have any questions and she can send links and other details.
 - c. Academic Senate (Dr. Jason Miller, Chair)
 - i. None.
- 10. INFORMATION: Committee Reports
 - a. Ways & Means
 - i. 15 orders earning \$164.66 in profit for See's Candies.
 - ii. Give and Garden fundraiser upcoming in April; flowers, plants, and bulbs. More information forthcoming.
 - b. Governance
 - i. Nil report. We have some work to do on the bylaws but haven't met due to competing priorities.
 - c. Events & Recognition
 - i. Hosted a Valentine's Day tabling event in February, handing out cards and cupcakes for staff recognition.
 - ii. Working with HR to get provided a list of anniversaries from when staff members started full time.
 - d. Communication
 - i. No updates right now. Hoping to meet soon to publish April edition. Send in items by 3/26. Aiming for first week of April newsletter publication.
- 11. OUTSTANDING BUSINESS:
 - a. Corporate Games begin soon. [Team sign-ups](#) are posted. Opening Ceremony on 3/23. Events are spread out through April and May. Reach out to Exec with questions.
- 12. NEW BUSINESS:
 - a. [Academic Senate](#) Representative Appointment for remainder of AY 23-24
 - i. Request to elect Jeannette Edwards to fill 3rd seat vacancy.
 - 1. Shannon Fitzpatrick motions; Amanda Sanchez seconds.
 - 2. Approved by unanimous consent.
 - b. [OneHealth CI 2030](#) town halls have happened; let Exec know if you have feedback.

- i. Brian Lindgren: OneHealth idea incorporates a solid vision and style for CI's years ahead. They provide a great Venn diagram to demonstrate all the ideas. He felt it was too focused on academics given staff in BFA and other areas who may not interact directly with students.
 - ii. Chair Slocum: This is an ongoing conversation and strategic effort. We hope to find more ways for folks to get involved and connected.
- c. DISCUSSION: How can Staff Council try to improve engagement for fundraising efforts?
 - i. Rachel Danielson (Non-voting): Hoping to start the conversation for ways we can improve our efforts. Folks are more than welcome to message Rachel with any thoughts or ideas they might have.
 - ii. Paula Robertson – Bottom of fliers should note that events are funded by CI Staff Council fundraisers. "Recent events funded by your donations".
 - iii. Alex Calderon – In Advancement, we talk about where the money's going based on how many students the funds have impacted, etc. Focus on numbers more.
 - iv. Colleen Haws – Love the idea of putting our funds more towards staff development. Idea has come up with Exec.
 - v. Courtney Gross – This is what collectively we're going to fund rather than what we have already funded. Here's a goal we have. Etc. We could also use funds for these staff morale items.

13. ADJOURN: Sean Kramer motions, Colleen Haws seconds. Meeting adjourned at 10:23AM.

Ex-officio members present: Alex Padilla on behalf of Dr. Kaia Tollefson

Members of the public: Jeannette Edwards, Kellen Smith, Jessica Dalton, Edna Davoudi, Stacey Yates

Voting proxies: None

Next Staff Council Meeting is scheduled for April 16, 2024, via

https://csuci.zoom.us/meeting/register/tZwkf-6trzooGNN_dlfSx9ipyTMjLC8vM59B#/registration

Minutes respectfully submitted by Shannon Fitzpatrick, CI Staff Council Secretary