

**STAFF COUNCIL MEETING MINUTES**  
**10.18.2022 • 9:30-11 a.m.**

**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, October 18, 2022 at 9:30 a.m., pursuant to Education Code Section 89921 et seq., via zoom link: <https://csuci.zoom.us/j/85749818798> to consider and act upon the following matters:

- I. Call to Order: 9:36 a.m.
- II. Roll Call: CI Staff Council Voting Members:
  - A. *Academic Affairs*: Courtney Gross, Maximilian Seligman, Sean Kramer
  - B. *Business & Financial Affairs*: Colleen Haws, Brian Lindgren, Paula Robertson
  - C. *Office of the President*: Alex Padilla, Fope Adesina
  - D. *Student Affairs*: Czarina Gutierrez, Alexandria Calderon, Honey Krueger
  - E. *University Advancement*: Lisa Racine, Hayley Van Arsdell
  - F. *Executive Board*: Annie Block-Weiss, Catherine Hutchinson, Hannah Smit, Tanya Yancheson Gonzalez, Renée Fuentes
    1. Present: Courtney Gross, Maximilian Seligman, Sean Kramer, Colleen Haws, Brian Lindgren, Paula Robertson, Alex Padilla, Fope Adesina, Czarina Gutierrez, Alexandria Calderon, Honey Krueger, Lisa Racine, Annie Block-Weiss, Hannah Smit, Tanya Yancheson Gonzalez, Renée Fuentes
    2. Absent: Catherine Hutchinson, Hayley Van Arsdell
- III. Approval of Agenda: October 18, 2022
  - A. Motion: H. Smit
  - B. Second: M. Seligman
  - C. Discussion: Add VPSA Dr. Eboni Ford Turnbow with time certain of 9:50 a.m.
  - D. Motion: R. Fuentes
  - E. Second: H. Krueger
  - F. Vote: Y- 14, N- 0, A-0
  - G. Vote approval of the Agenda: Y- 14, N- 0, A-0
- IV. Approval of Minutes: September 20, 2022
  - A. Motion: C. Haws
  - B. Second: R. Fuentes
  - C. Discussion: Clarify the motion and second of H. Krueger to vote to Academic Senate
  - D. Motion: R. Fuentes
  - E. Second: H. Krueger
  - F. Amendment to add motion of R. Fuentes and second for H. Krueger
  - G. Motion: H. Krueger
  - H. Second: B. Lindgren
  - I. Vote: Y- 14, N- 0, A-0
  - J. Vote approval of the Minutes: Y- 14, N- 0, A-0
- V. Public Forum:
  - A. Welcome VPSA Dr. Ford Turnbow (Time Certain 9:50-10:20 a.m.)
    1. Spent last 4 weeks meeting folks and attending meetings and am now on week 5

2. Introduction, very relational and a CA girl for last 3 years and previously at CSU Humboldt. Northern CA is very different than Southern CA. Holds a belief in service and is excited to be here. Held first DSA meeting this morning. Collaborators in Action! We are at the table, engaged and doing our part as leaders on this campus. Staff Council was a favorite part of the interview process. When it is about business Dr. Turnbow hones in and focuses to get things done. Been in field for about 15 years and 5<sup>th</sup> institution. Has experience with small and large schools. What do you need from me and how can I support staff on campus?

- a) R. Fuentes- always good to have someone on Cabinet that we can have the ear of. More information that is disseminated, the more likely it will hit executive management. Appreciate you speaking with us and continuing to listen to us will work in our favor.
- b) H. Krueger- Staff represent a big chunk of the University.
- c) A. Block-Weiss- New Staff Council and reorganized to make representation more equitable. This Council agreed to a 3-year term which is a large commitment. Exec will end next summer and a new Exec can run for a 3 year term. We redid our agenda to create more opportunity to be received more widely and added Division reports so everyone is responsible to share information on what is going on in each Division.
- d) H. Smit- appreciated the published org chart since it has been a while since we had updated org charts. <https://www.csuci.edu/studentaffairs/about/organizational-chart.htm>
- e) VPSA Dr. FT- Staff Council has been widely talked about and supported across campus.
- f) C. Gross- Appreciate the emphasis on collaboration. Org chart increases transparency and allows for collaboration to happen.
- g) C. Gutierrez- What teams are you rooting for?
- h) VPSA Dr. FT- I am a big college and NFL fan from Michigan Spartans fan and Steelers fan. Enjoy Boxing, UFC, like watching baseball in person.

VI. Ex-officio Reports:

- A. Student Government (*SG Vice-President, Javier Garnica*)
  1. Ballot Bowl in progress until November 8, 2022 with a goal to register as many students as possible to compete against other CSUs. Competition scoring is by percentage.
  2. Student Civic Engagement Carnival on November 2, 2022. Tabling will occur Tuesday and Wednesday offering bagels for students by El Dorado and continue registering students to vote.
- B. Office of the President (*Chair A. Block-Weiss*)
  1. Dr. Tollefson unable to make it today but wanted to share Beta version of IEAP website to show accountability for DEIA work that campus is working on. Adding the A to represent accessibility. Site will be publicly available soon.
- C. Academic Senate Chair (*Chair Dr. J. Miller*)
  1. Resolution in front of senate about MPP hiring and received question about how it affects staff. President and Provost will be providing a response.
  2. Working on getting feedback regarding issues facing our Title IX office so hope to get information to share soon.

VII. Staff Council Chair Report (*Chair A. Block-Weiss*)

1. Presidents Policy & Planning Committee (PPPC) was pushed to end of this month due to no policies being ready for action.
2. Strategic Resources and Planning Committee (SRPC)- there was a Town Hall this Friday at 10 a.m. where they will be reviewing all the information about enrollment and budget facing this campus.
3. President's Inclusive Excellence Committee, Chair unable to attend but Czarina is able to attend and can share updates.
4. Meetings have been scheduled with Dr. Yao. Staff Council Chair will meet with Dr. Tollefson twice a month.
5. 20<sup>th</sup> Anniversary Committee is meeting infrequently so no report. More grant opportunities will be opening for the Spring semester. Shared with Events & Recognition Committee.

6. Academic Senate would start representing their executive duties and forwarding it out to their people. Messages have been sent to DAA

VIII. Division Reports

A. Division of Academic Affairs

1. C. Gross- TLI IP and Extended Ed hired new Administrative Coordinator who manages calendars for Dean Leafsteadt and Associate Dean. Hired new Learning Designer.
2. If you are part of international staff and faculty association, any international staff, or interested in international cultures, you can join an upcoming event or host a tables of the world event on Wednesday, November 16. This event is partnering with International Programs. Email Courtney Gross if you would like to be involved.
3. S. Kramer- hiring for Transfer Credit Systems Analyst and Records System Analyst. Financial Aid is hiring for Functional Analyst and Enrollment Town Hall will occur next week on Tuesday the 25<sup>th</sup> and Friday the 28<sup>th</sup>.

B. Division of Business & Financial Affairs

1. C. Haws- Budget Town Hall this Friday at 10 a.m.
2. Facilities has several projects in progress: Topanga Hall fence project, Madera Hall Room 1900 reconfiguration, Broome Library Help desk improvements
3. They have completed - Broome Library ADA automatic door openers, and the Student Union new hydration station installation.
4. New hire - Police Officer Joshua Morrison. Open positions - public safety officers. Conditional offer for dispatcher currently in progress.
5. P. Robertson- have a new Director of Procurement & Contract Services, Gregory Stoop, Emily Garcia is Account Exec. HR will be announcing a reorganization coming soon.

C. Office of the President

1. A. Padilla- Tomorrow Pact for Peace lunch in Central Mall. 11:30 a.m.-1:30 p.m. Point is to connect and be with one another.

D. Division of Student Affairs

1. H. Krueger- We have a lot of new hires and lots of events occurring now. National Transfer Student Week



**MONDAY, OCTOBER 17**  
**National Transfer Student Week Kick Off**

**Represent Your Roots**  
Location: Central Mall  
Time: 10:00 a.m.-12:00 p.m.

**Degree Planner Advising Session**  
Register: [go.csuci.edu/AdvisingWorkshops](http://go.csuci.edu/AdvisingWorkshops)  
Time: 3:30 p.m.-4:30 p.m. in Bell Tower 1568

**How to Prepare for the Graduate & Professional Fair**  
Location: Zoom, Meeting ID- 864 4733 6015  
Time: 5:00 p.m.-6:00 p.m.

**TUESDAY, OCTOBER 18**

**Dolphin Farmer's Market & Wellness**  
Location: Central Mall  
Time: 1:00 p.m.-3:00 p.m.

**Navigating Your Job and/or Internship Search**  
Location: Zoom, Meeting ID- 824 2361 4740  
Time: 3:00 p.m.-4:00 p.m.

**WEDNESDAY, OCTOBER 19**

**# I AM CI**  
Location: Central Mall  
Time: 12:00 p.m.-1:30 p.m.

**Dispelling the Myths about Studying Abroad as a Transfer Student**  
Location: Zoom, Meeting ID- 815 2937 4193  
Time: 4:00 p.m.-5:00 p.m.

**Sally Casanova & CSU Chancellor's Doctoral Incentive Program**  
Location: Zoom, Meeting ID- 851 4374 8619  
Time: 5:00 p.m.-6:00 p.m.

**THURSDAY, OCTOBER 20**

**Coffee & Community**  
Location: Central Mall  
Time: 9:00 a.m.-11:00 a.m.

**How to Prepare for Graduate School**  
Location: Zoom, Meeting ID- 882 8790 6535  
Time: 10:00 a.m.-11:00 a.m.

**How to Find & Apply to Student Research as a Transfer Student**  
Location: Zoom, Meeting ID- 823 5172 8216  
Time: 2:00 p.m.-3:00 p.m.

**FRIDAY, OCTOBER 21**

**Regional Transfer Student Success Summit**  
Location: CSUCI  
Time: 9:00 a.m.-3:30 p.m.

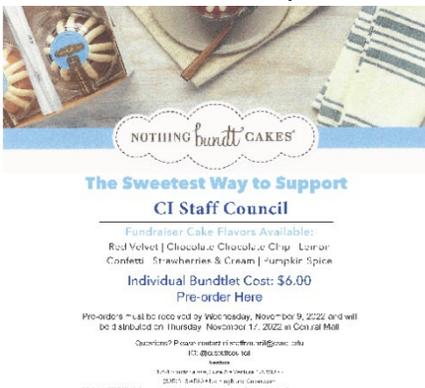
2. If you know any students looking to get involved, we are recruiting for volunteers to work in Wellness.
  3. C. Gutierrez- we are hiring an Associate Director and that application is live. Registration for students starts November 8th and schedule of classes goes live October 30<sup>th</sup>.
  4. A. Block-Weiss- tabling tomorrow and giving pizza if you have registered to vote. Next week if registered to vote, you can get a bagel as well.
  5. A. Calderon- if need to use housing spaces for event use our link: <https://cidsa.wufoo.com/forms/hre-space-reservation-form/> or reserve resources via our link: <https://cidsa.wufoo.com/forms/housing-residential-education-item-request-form/>
    - a) Lots of events happening in Housing
    - b) Lost our Assistant Coordinator of Residential Education, Jaynessa Lopez, so if you were working with her please reach out to Alex and we can help assign a new point.
- E. Division of University Advancement
1. New University Events Support Coordinator starting November 1!
  2. Critically important to follow the policies and guidelines to submit requests at least 14 days in advance. They will begin to process denials if timeline is not followed.
  3. Have 13 vacancies and made 3 hires.
  4. University Hall is now Richard R. Rush Hall
    - a) We have not been able to update the location name in 25 Live yet.
  5. Presidents Dinner is an invitation only event, exciting new strategy to approach philanthropic process.

IX. Financial Report: (Treasurer R. Fuentes)

- A. Have scheduled a meeting with Stacey Dee to go line by line. Not a lot gets communicated to us regarding when funds are hitting. No balance currently available. We will have an update next month.

X. Committee Reports:

- A. Communication (Chair L. Racine)
  1. Necessary to get content from the Committees to fill the newsletter. This newsletter will go out this week. Deadline of November 10<sup>th</sup> to include in November newsletter.
  2. If you have content to go in October newsletter, we need it by noon on 10/19/22
  3. We encourage you to contribute Staff Spotlights: [https://csuci.qualtrics.com/jfe/form/SV\\_01FU7pjFCdBYRQ](https://csuci.qualtrics.com/jfe/form/SV_01FU7pjFCdBYRQ)
- B. Events & Recognition (Chair A. Calderon)
  1. None
- C. Governance (Chair P. Robertson)
  1. None
- D. Ways & Means (Chair C. Haws)
  1. Nothing Bundt Cakes Fundraiser
  2. Sharky's Fundraiser
  3. See's Candy Fundraiser




**JOIN US FOR A Fin-Tastic FUNDRAISER**

Enjoy Fin-tastic food & help raise money \$\$ for our school. Bring or show this flyer and 20% Net Sales will benefit:

**CSUCI Staff Council**

**SAVE THE DATE**

Oct. 26<sup>th</sup> (Wed.) 11:00 am – 8:00 pm  
Participating Sharky's:  
Camarillo: 805.322.1441  
Janss Marketplace: 805.371.7978  
Newbury Park: 805.376.1404  
Simi Valley: 805.522.2270  
Ventura: 805.339.9600  
Enter fundraiser name at checkout for online orders: CSUCI

Thank you! We look forward to seeing you.

**NOTE:** Please remember to present this flyer when ordering or picking up your phone-ahead order. If your smartphone or tablet device can open this document, you can present it without printing it out.

WWW.SHARKYS.COM

Not valid with any other discounts or offers. Valid on the date and location listed above. Valid for dine-in or take-out. Manager please attach flyer to guest check. Event proceeds void if flyers are distributed in or near the restaurant.

- XI. Outstanding Business:
- A. ACTION ITEM: Academic Senate Seat Appointment (*Chair A. Block-Weiss*)
    - 1. R. Fuentes and H. Krueger already serving
    - 2. Recommendations for 3<sup>rd</sup> seat: Cynthia County and Jessica Dalton
      - a) Platform Statements were read.
      - b) Motion: C. Gutierrez to appoint Cynthia County
      - c) Second: H. Smit
      - d) Vote: Y- 15, N- 0, A- 0
- XII. New Business:
- A. INFORMATIONAL ITEM: Halloween Tabling Event (*Chair A. Calderon*)
    - 1. October 31, 2022 for Staff, Faculty and Student Assistants 11 a.m.-1 p.m. in Central Mall
  - B. INFORMATIONAL ITEM: Academic Senate Staff Council Rep Update (*Treasurer R. Fuentes*)
    - 1. Discussion around opening 4<sup>th</sup> college. Robust debate is occurring in Academic Senate.
    - 2. During MPP Discussion Roundtable there was not a lot about staff on the Padlet. The Staff that were present had to keep making it known and MPP decisions would impact staff.
  - C. INFORMATIONAL ITEM: Affinity Groups (*Chair A. Block-Weiss*)
    - 1. Would be great to get more folks to the Coffee Affinity Group. Email [annie.blockweiss@csuci.edu](mailto:annie.blockweiss@csuci.edu) if interested in joining.
    - 2. Pink Dolphins- to support those affected by breast cancer and we will check in on how this is going. Previous advisor no longer works at CI.
    - 3. CI book club is no longer but was very popular so if someone would like to restart group.
    - 4. Self-Care Affinity Group- let [tanya.gonzalez@csuci.edu](mailto:tanya.gonzalez@csuci.edu) or [hannah.smit@csuci.edu](mailto:hannah.smit@csuci.edu) know you are interested.
  - D. INFORMATIONAL ITEM: Shout Out to our Staff Competing in Corporate Games (*Chair A. Block-Weiss*)
    - 1. Feel free to tag us in pictures or send to Annie Block-Weiss via Teams or request password and we can have you post.
    - 2. Melissa Bergem is doing an amazing job coordinating!
  - E. INFORMATIONAL ITEM: WASC - What is coming? (*M. Seligman*)
    - 1. 1<sup>st</sup> meeting was an organizational meeting. We will be doing outreach and promotion in sharing information with your areas. WASC will be coming to campus in the future. Depending on when our visit is, that will determine what kind of documentation we will be preparing since they are in the process of adjusting their standards.
- XIII. Closing Comments:
- a. Feel free to email your fellow Staff Council members by referencing the member list on our [website](#) or using the One Drive 22-23 Staff Council Listserv.
- XIV. Adjournment: 10:57 a.m.

Next Staff Council Meeting is scheduled for Tuesday, November 15, 2022 at 9:30 a.m. via zoom link:  
<https://csuci.zoom.us/j/81848094773>

Agenda respectfully submitted by Tanya Gonzalez, Staff Council Secretary.