

**STAFF COUNCIL MEETING MINUTES**  
**2.15.2022 • 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, February 15, 2022 at 9:30 a.m., pursuant to Education Code Section 89921 et seq., via zoom link: <https://csuci.zoom.us/j/88328757684>, to consider and act upon the following matters:

- 1) Call to Order: 9:34 a.m.
- 2) Roll Call:
  - a. CI Staff Council Voting Members:
    - i. *Academic Affairs*: Catherine Hutchinson, Katelynn Ellison, Jessica Dalton, Stephanie Chavez
    - ii. *Business & Financial Affairs*: Christine Girardot, Colleen Haws, Daniel Stewart, Karly Ibrahim, Marina Moreno, Melissa Bergem, Reneé Fuentes, Richard Guyette, Paula Robertson, Teresa Montoya-Morua
    - iii. *Office of the President*: Mary McDonnell
    - iv. *Student Affairs*: Annie Block-Weiss, Hannah Smit, Tanya Gonzalez, Crystal Delatorre
    - v. *University Advancement*: Carolyn Shamowski
  - b. Present: Catherine Hutchinson, Katelynn Ellison, Jessica Dalton proxy- Gina Matibag, Christine Girardot, Colleen Haws, Daniel Stewart, Karly Ibrahim, Marina Moreno, Melissa Bergem, Reneé Fuentes, Richard Guyette, Paula Robertson, Teresa Montoya-Morua, Mary McDonnell, Annie Block-Weiss, Hannah Smit, Tanya Gonzalez, Carolyn Shamowski
  - c. Absent: Stephanie Chavez, Crystal Delatorre
- 3) Approval of February 15, 2022 Agenda:
  - a. Motion: D. Stewart
  - b. Second: K. Ibrahim
  - c. Discussion: None
  - d. Vote approval of the Agenda: Yes- 13, No- 0, Abstain- 0
- 4) Approval of Minutes: January 18, 2022:
  - a. Motion: C. Hutchinson
  - b. Second: P. Robertson
  - c. Discussion: Shared out friendly amendment typo
  - d. Vote approval of Minutes: Yes- 14, No- 0, Abstain- 1
- 5) Public Forum:
  - a. One comment from public regarding Student Government.
- 6) Reports:
  - a. Ex-officio Reports:
    - i. Student Government Representative (*President Aurora Rugerio*)
      1. Weekly Senate Meetings occur every Wednesday from 9-11 a.m.
      2. Check out our website for more information: <https://studentgov.csuci.edu/>
      3. All are invited to the upcoming campus carnival
    - ii. Office of the President (*Interim Chief of Staff, Dr. Kaia Tollefson*)
      1. None
    - iii. Academic Senate Chair (*Dr. Greg Wood*)
      1. The Senate has been busy conducting significant readings for business
      2. The Minutes share a new plan which would have 32 faculty on Senate instead of the 165 we have now. 23 chaired depts each having one representative with additional seats for various other representatives.

3. The Senate is voting on 3 new policies that focus around research and sponsored programs.
- b. Staff Council Chair Report (*Chair A. Block-Weiss*)
    - i. The Strategic Resources and Planning Committee, Colleen and Jessyka serve on the committee as well, utilized a rubric to sort out the request approval process.
    - ii. PEED Annie and Mark are reviewing now
    - iii. AAPIA- Asian/ Asian American Pacific Islander Association promotes a campus climate that is sensitive, inclusive, and equitable for all ethnic groups through collective efforts.  
<https://www.csuci.edu/aapia/>
    - iv. Affinity Groups- Coffee, Breast Cancer Affinity Group- The Pink Dolphins, and Self Care Affinity Groups are the current active groups we have. All Affinity Groups can ask for up to \$50 semester.
  - c. Division Reports
    - i. Division of Academic Affairs
      1. None
    - ii. Division of Business & Financial Affairs
      1. Many BFA staff are transitioning back to campus,
      2. Minna Chang is the new Auxiliary Accounting Manager and working with the Auxiliary Financial Services department, along with Olivo, Theresa and Lopez, Marisela. The team provides oversight with a wide variety of specialized administrative and finance functions for CISA, CIFA, Foundation, UAS, and ASI.
      3. Becca Lawrence our previous Title IX Coordinator left CI and the position is currently posted.
      4. Paula Robertson expressed interest in the book club affinity group and would like feedback on what worked in the past.
    - iii. Office of the President (*M. McDonnell*)
      1. Hired Dr. Matthew Zivot, Chief Data Officer & Director of Institutional Research
    - iv. Division of Student Affairs
    - v. Division of University Advancement
      1. New Hires:
        - a. In the Operations team: Amber Bruno – Gift and Constituent Record Technician
        - b. In the Career Development/Alumni Engagement team: Erika Singletary – Coordinator of Alumni Engagement and Alfredo Martinez – Temporary Coordinator of Employer Relations
        - c. In the Development team: Michael Losquadro – Advisor/Interim Associate Vice President for Development
  - d. Financial Report: (*Treasurer R. Fuentes*)
    - i. Balance-\$3773.45
  - e. Committee Reports:
    - i. Communication (*Committee Chair K. Ellison*)
      1. Newsletter coming out soon
    - ii. Events & Recognition (*Committee Chair Carolyn Shamowski*)
      1. Please check the website
      2. Tues next 630-8:30 p.m.
      3. Spring Hunt idea is being formed- more information to come
      4. The Valentine's Day Padlet is still open for posting and sharing:  
<https://padlet.com/cistaffcouncil/valentinesday>
    - iii. Governance (*Committee Chair M. Bergem*)
      1. None
    - iv. Ways & Means (*Treasurer*)

I. See's Candy Fundraiser until March 25th See's Candy Fundraiser

[https://www.yumraising.com/secure/csucis\\_csuci\\_staff\\_council\\_fundraiser\\_spring31/candy?h=ColHaw5762](https://www.yumraising.com/secure/csucis_csuci_staff_council_fundraiser_spring31/candy?h=ColHaw5762)

7) Outstanding Business:

- a. DISCUSSION ITEM: Staff Pulse (*Vice Chair C. Hutchinson*)
  - i. None

8) New Business:

- a. DISCUSSION ITEM: Gender inclusive restrooms & lactation rooms- Time Certain 9:35 a.m. (*VPSA Toni Deboni*)
  - i. Presentation provided by VPSA Deboni
  - ii. Questions/Feedback
    - I. P. Robertson- Signage is great advertising different floors and having maps posted within various areas across campus.
- b. ACTION ITEM: Staff Council Bylaws (*Committee Chair M. Bergem*)
  - i. Reference Bylaw change proposals: <https://www.csuci.edu/staff/council/agendas-and-minutes/staff-council-bylaw-update-discussion-02152022.pdf>
  - ii. Motion to move to approve all 9 amendments'
  - iii. Second: M. McDonald
  - iv. Discussion
  - v. Yes- 13, No-0, A-3
  - vi. Moved to amend number 5
  - vii. All in favor- Y- 14 , N- 0, A-2
  - viii. Motion Passes
  - ix. Melissa motioned- All those in favor of extending Exec term limits one more year
  - x. Second: T. Montoya-Morua
  - xi. Discussion: None
  - xii. Vote: Y- 14 , N- 0, A-2
- c. INFORMATIONAL ITEM: COVID-19 Leave Time (*Vice Chair C. Hutchinson*)
  - i. An extension of the 80 hours of COVID-19 leave has just been reinstated and is retroactive to January 1, 2022
- d. DISCUSSION ITEM: Staff Pulse (*Vice Chair C. Hutchinson*)
  - i. Student Affairs had staff come back in phases so there was a gradual return to repopulating campus with staff.

9) Closing Comments:

- a. Intent to Ask Questions Responses- if applicable (*Secretary T. Gonzalez*)
  - i. Link: [https://csuci.qualtrics.com/jfe/form/SV\\_esuQjgkwRKmdQMd](https://csuci.qualtrics.com/jfe/form/SV_esuQjgkwRKmdQMd) posted on our main page: <https://www.csuci.edu/staff/council/>

10) Adjournment: 10:58 a.m.

Next Staff Council Meeting is scheduled for Tuesday, March 15, 2022 at 9:30 a.m. via zoom link: <https://csuci.zoom.us/j/87577324242>

Agenda respectfully submitted by Tanya Gonzalez, Staff Council Secretary.