

STAFF COUNCIL MEETING MINUTES
5.24.2022 • 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, May 24, 2022 at 9:30 a.m., pursuant to Education Code Section 89921 et seq., via zoom link: <https://csuci.zoom.us/j/84170641566> to consider and act upon the following matters:

- I. Call to Order: 9:35 a.m.
 - II. Roll Call: CI Staff Council Voting Members:
 - A. *Academic Affairs*: Catherine Hutchinson, Katelynn Ellison, Jessica Dalton, Stephanie Chavez
 - B. *Business & Financial Affairs*: Christine Girardot, Colleen Haws, Daniel Stewart, Karly Ibrahim, Marina Moreno, Melissa Bergem, Reneé Fuentes, Richard Guyette, Paula Robertson, Teresa Montoya-Morua
 - C. *Office of the President*: Mary McDonnell
 - D. *Student Affairs*: Annie Block-Weiss, Hannah Smit, Tanya Gonzalez, Crystal Delatorre
 - E. *University Advancement*: Carolyn Shamowski
 1. Present: Catherine Hutchinson, Jessica Dalton, Christine Girardot, Colleen Haws, Daniel Stewart, Karly Ibrahim, Marina Moreno, Melissa Bergem, Reneé Fuentes, Paula Robertson, Teresa Montoya-Morua, Mary McDonnell, Annie Block-Weiss, Hannah Smit, Tanya Gonzalez, Crystal Delatorre
 2. Carolyn Shamowski, Richard Guyette, Katelynn Ellison, Stephanie Chavez
 - III. Approval of Agenda: May 24, 2022
 - A. Motion: C. Haws
 - B. Second: H. Smit
 - C. Discussion: None
 - D. Vote approval of the Agenda: Yes- 14, No- 0, Abstain- 0
 - IV. Approval of Minutes: April 19, 2022
 - A. Motion: D. Stewart
 - B. Second: K. Ibrahim
 - C. Discussion: None
 - D. Vote approval of Minutes: Yes- 14, No- 0, Abstain- 1
 - V. Public Forum: M. Patterson- Coffee & Collaboration Next month on June 22, 2022 in Educational Leadership Development space in Solano Hall at 8:30 a.m.
 - VI. Reports:
 - A. Ex-officio Reports:
 - B. Student Government Representative (*President Aurora Rugerio*)
 1. Working on appointing 2 senators, please refer interested students to Annie Block-Weiss
 - C. Office of the President (*Chief of Staff, Dr. Kaia Tollefson*)
 1. Campus Climate Survey Town Hall <https://www.csuci.edu/president/documents/campus-climate-town-hall-may2022-rev3.pdf>
 2. Please take a moment to review the materials and send any questions to Kaia by May 27 at 5 p.m.
- * Attendance Adjustment: Daniel Stewart left
3. Communication & Marketing has been hiring a graphic designer and Jessica Chang was hired last week. She is designing the 20th anniversary pin.

- D. Academic Senate Chair (*Dr. Greg Wood*)
1. Term ends in June and new leadership will be taking over July 2022
 2. Great to have Staff Council Chair on the Commencement Platform this year
 3. 4-5 Voting members, was elected to State-wide senate, meet virtually
 4. Senate and Executive Board meet Tuesdays 2:30-4:30 pm (just in case people are interested in serving). There will be an online option to attend senate. We were working on moving this day/time to something more kid-pick-up-from-school friendly.
- E. Staff Council Chair Report (*Chair A. Block-Weiss*)
1. First time part of graduation platform- invited by Dr. Yao and very glad we can continue to represent in that way.
 2. Now part of investiture sub-committee and the 20th Anniversary Committee, festivities will kick off in August.
 3. We now have 3 seats on Academic Senate, election in July for those three seats and sub committee chairs. One of those seats are part of academic senate exec meetings.
 4. Exec Board discussed getting some Swag
- * Karly Ibrahim left meeting
5. Staff Council Instagram is having issues and we have submitted 2 appeals and it could take up to 30 days to resolve.

VII. Division Reports

- A. Division of Academic Affairs
1. Really excited for the new VPSA- J. Dalton
- B. Division of Business & Financial Affairs
1. Lindsey Billett reports to Michael
 2. Christina Sotello and reports to John Lazarus
 3. Had an all-hands staff meeting in person in our recently renovated Lindero Courtyard
 4. Held a special mini-meeting for custodial night staff.
 5. Great to have in-person meetings together. Reconnecting, had games, so fabulous, everyone's energy level picked up and we encourage other areas to do the same. Courtyard is available for anyone outside of BFA. Reach out to Paula to get on the calendar and then reach out to University Events.
 6. R. Fuentes- Title IX is hunting for new Executive Director. Committee will convene next month and recruiter has portal set up. They hope to have someone by August.
 7. Remised if did not mention the news headlines that feature the University, we are open to any and all questions. If you want to know what our office is like on campus, we can let you know about the process. Feel free to email us as well.
 8. Kaia Tollefson- we want to be encouraging people to make reports. We have to go through pain to make things better. Sexism and Disability are some of the last frontiers in DEI work. Need to lean into this story so our campus is safe and healthy for all of us.
 9. T. Montoya-Morua- Student Financial Account and Accounting Technician II, just filled Cash Services Management position and Karla Giron will be starting in June.
 10. The annual Finance 101 Workshop Series will be held on May 25 via Zoom online. Recommended for Analysts to join the various workshops. Online office hours will take place at 11 a.m. with an opportunity to bring finance related questions. Please see [Professional Development](#) or go directly to rsvp https://csuci.zoom.us/meeting/register/tZYsfu-vpz0vH9PndrkF2NTj0Y4I4huQ_7Aa
 11. Financial Services is having annual training all day on May 25 and mainly recommended for Budget Analysts or Analysts. There will also be online office hours.

* Melissa Bergem left

- C. Office of the President
 - 1. President's Investiture coming up in September 2022
 - 2. Monday opening of Santi exhibit in University Hall.- A. Padilla
 - 3. Tuesday Foundation Board Meeting and Dinner
 - 4. Wednesday and Thursday Student Org Fair
 - 5. Friday- Ceremony in Central Mall
 - 6. 20th Anniversary will happen throughout the year.
 - 7. University Hall will now be named the Richard R. Rush Hall
 - 8. CSU Hosting first Juneteenth Symposium with support of board of Trustees June 15-16 located in LA. Hoping to have 25 campus representatives including staff, students and faculty. Also having a few exciting speakers. Sean Harper, Jay Luke Wood, and more! - Fope Adesina
- D. Division of Student Affairs
 - 1. Student Union has new summer hours 8-5 and 8-3 p.m. Sea Store and Food Services will be closed throughout the summer.
 - 2. Donation station will be located in Housing so come grab or drop off items. All donations will go to the Arc of Ventura County
 - 3. Basic Needs Pantry hours will be posted on [website](#) for any summer changes.
 - 4. Academic advising is open during regular hours and taking advising appointments up until 5 p.m. and have express advising to drop in M-F 1:30-3:30.
 - 5. Housing will operate out of Town Center 8 a.m.-5 p.m. over summer and lower villages will all be closed and converted into Summer Conferencing.
- E. Division of University Advancement
 - 1. None
- VIII. Financial Report: (*Treasurer R. Fuentes*)
- IX. Committee Reports:
 - A. Communication (Committee Chair K. Ellison)
 - 1. Tanya taking over and newsletter going out late this week
 - B. Events & Recognition (*Committee Chair C. Shamowski*)
 - 1. Staffing during Commencement was very short so can you please encourage staff to volunteer next year
 - 2. Summer conference groups arriving for the summer
 - 3. Campus Preview Day coming up on June 4, 2022
 - C. Governance (*Committee Chair M. Bergem*)
 - 1. None
 - D. Ways & Means (*Committee Chair C. Haws*)
 - 1. \$148 raised from donut fundraiser
- X. Outstanding Business:
 - A. None
- XI. New Business:
 - A. DISCUSSION ITEM: Election Results (*Governance Committee Chair M. Bergem*)
 - 1. New electees

Academic Affairs

Courtney Gross
Sean Kramer
Maximillian Seligman

Lisa Racine
Hayley Van Arsdell

Executive Board
Chair: Annie Block Weiss

Brian Lindgren

Office of the President

Vice Chair: Catherine Hutchinson

Secretary: Tanya Y. Gonzalez

Treasurer: Renee Fuentes

Custodian of Records: Hannah Smit

Fope Adesina

Alex Padilla

University Advancement

Business and Financial Affairs

Colleen Haws
Paula Robertson

2. University Advancement and Division of Student Affairs did not go to election due to already having enough seats to they were elected right in.

a) *Staff Council Execs continue for one more year and terms expire the end of June 30.*

* Catherine Hutchinson left.

b) *We meet the 3rd Tuesday every month except for if that date falls during finals in which we will do the week after.*

B. DISCUSSION ITEM: Transition Reports, due end of Term (*Staff Council Chair A. Block-Weiss*)

Save in share drive by June 30, 2022.

C. INFORMATIONAL ITEM: Reminder to save everything to the Staff Council OneDrive (*Secretary T. Gonzalez*)

I.

D. INFORMATIONAL ITEM: President's Staff Award (*Custodian of Records H. Smit*)

I. Think about nominating yourself or someone else, Volunteers are needed to select recipient. It is about 4-6 hours to review all nominations. Forward to Office of President and he will select the recipient.

<https://docs.google.com/document/d/1SChMOzZR1WIE3EW7Y75mcOee0yOmrkxXF7v9Pg5FWjQ/edit?usp=sharing>

Here is the link to the President's Staff Award for Excellence timeline

E. DISCUSSION ITEM: CI's Climate Action Plan (*Sustainability & Energy Manager, Roxane Beigel-Coryell*)

I. Presentation of Climate Action Plan Rational And Introduction: An event on hope and climate change: <https://forms.gle/1VKRh3kfu5UVnYeF9>

XII. Closing Comments:

A. Affinity Group Updates

XIII. Intent to Ask Questions Responses- if applicable (*Secretary T. Gonzalez*)

A. Link: https://csuci.qualtrics.com/jfe/form/SV_esuQjgkwRKmdQMd posted on our main page:

<https://www.csuci.edu/staff/council/>

XIV. Adjournment: 10:58 a.m.

Next Staff Council Meeting is scheduled for Tuesday, June 24, 2022 at 9:30 a.m. via zoom link:

<https://csuci.zoom.us/j/85003215774>

Agenda respectfully submitted by Tanya Gonzalez, Staff Council Secretary.