

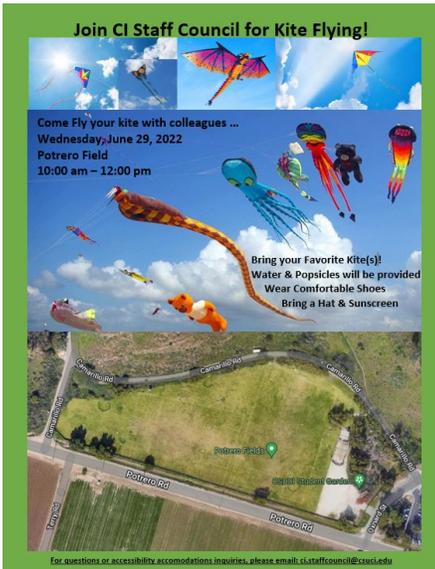
**STAFF COUNCIL MEETING MINUTES**  
**6.21.2022 • 10-11 a.m.**

**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, June 21, 2022 at 10 a.m., pursuant to Education Code Section 89921 et seq., via zoom link: <https://csuci.zoom.us/j/85003215774> to consider and act upon the following matters:

- I. Call to Order:
- II. Roll Call: CI Staff Council Voting Members:
  - A. *Academic Affairs*: Catherine Hutchinson, 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, Carolyn Shamowski, Richard Guyette
    2. Absent: Stephanie Chavez
- III. Approval of Agenda: June 21, 2022
  - A. Motion: J. Dalton
  - B. Second: R. Fuentes
  - C. Discussion: None
  - D. Vote approval of the Agenda: 17-Y, 0-N, 1-A
- IV. Public Forum:
  - A. Reminder: M. Patterson- 100<sup>th</sup> Coffee & Collaboration will be held in person on June 22, 2022 in the Educational Leadership Development space in Solano Hall at 8:30 a.m.
- V. Reports:
  - A. Ex-officio Reports:
    1. Keep in mind in your work- how can we attract and retain students to the University?
  - B. Office of the President (*Chief of Staff, Dr. Kaia Tollefson*)
  - C. Academic Senate Chair (*Dr. Greg Wood*)
    1. None
  - D. Staff Council Chair Report (*Chair A. Block-Weiss*)
    1. None
- VI. Division Reports
  - A. Division of Academic Affairs
  - B. Division of Business & Financial Affairs
    1. June 29 last date for accruals, July 6<sup>th</sup> at 2 for final adjustments. This Friday deadline for RETS/JETS
    2. Thank you to the current Staff Council folks and Welcome new members
  - C. Office of the President
    1. Starting investiture events on Monday, Tuesday and Wednesday student focus days with pizza with President and involving clubs and orgs. Investiture Friday, September 23 followed by campus celebration in Central Mall.

- D. Division of Student Affairs
  - 1. Reorg, info to come
- E. Division of University Advancement
  - 1. Chris Abe- Director of Advancement & Operations- last day July 1<sup>st</sup> retiring.
  - 2. Nick Giacona, Advancement Database Administration Specialist was hired
  - 3. Last meeting for Staff council, Lisa Racine will take over with Hayley Van Arsdell – C. Shamowski
- VII. Financial Report: (*Treasurer R. Fuentes*)
  - 1. Donate to staff council button on website
  - 2. Kite event will be about \$100
- VIII. Committee Reports:
  - A. Communication (*Committee Liaison T. Gonzalez*)
    - 1. Please submit content by tomorrow to be in the June newsletter
  - B. Events & Recognition (*Committee Chair C. Shamowski*)
    - 1. Kite event June 29<sup>th</sup> offer pops, bottle water, take a break and come out to fly kites.
  - C. Governance (*Committee Chair M. Bergem*)
    - 1. Wrapping up term and need a new chair
    - 2. Thank you for updating Bylaws -Chair A. Block-Weiss
  - D. Ways & Means (*Committee Chair C. Haws*)
    - 1. No fundraisers going on now but in the fall we will be looking into fun new idea
    - 2. If you want to serve on a sub-committee you can even if not a Staff Council member -Chair A. Block-Weiss
- IX. Outstanding Business:
  - A. None
- X. New Business:
  - A. INFORMATIONAL ITEM: Kites Event, June 29, 2022, 10 a.m.-12 p.m., Come out to relax and enjoy the event.



- B. INFORMATIONAL ITEM: 22-23 On-Boarding Reminder (*Chair A. Block-Weiss*)
  - 1. Thursday July 7 10-11:30 a.m. via zoom. Please RSVP to the training
- C. INFORMATIONAL ITEM: CI Staff Council Instagram is still unavailable (*Chair A. Block-Weiss*)
  - 1. Locked out due to us being underage, submitted Driver's license several times.

- D. DISCUSSION ITEM: CI Staff Council Swag Ideas and Suggestions (*Chair A. Block-Weiss*)
  - 1. Exec. team is going to present a potential list of swag items we would like to buy but if you have vendors you love with cool swag items, please send to Annie Block-Weiss. Send to Annie by July 7, 2022
  - 2. As chair can approve up to \$250 but over \$250 it will be a council vote. We will present to vote in July to get by Fall.
- E. INFORMATIONAL ITEM: Closing out your term (*Secretary T. Gonzalez*)
  - 1. Save everything to the One Drive by June 30, 2022
  - 2. Complete and save transition report under the One Drive → General → Transition Reports by June 30, 2022
  - 3. Even if continuing- please save to drive.
- F. INFORMATIONAL ITEM: President's Staff Award for Excellence (*Custodian of Records H. Smit*)
  - 1. Nominations needed, only 11 so far so please nominate others
  - 2. Committee Members Needed
    - a) Email [Hannah.smit@csuci.edu](mailto:Hannah.smit@csuci.edu) if you are interested or know someone that would want to serve.
- G. INFORMATIONAL ITEM: Thank you to the 2019-2022 CI Staff Council! (*Chair A. Block-Weiss*)
  - 1. Many on the Council extended their service terms to aid in transitions to a new model and continued doing virtual work. It has been an honor to work with everyone. Appreciated getting to know this Council. Your work is seen.
- XI. Closing Comments:
  - 1. Next 22-23 meetings have been scheduled and sent out
- XII. Intent to Ask Questions Responses- if applicable (*Secretary T. Gonzalez*)
  - A. 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/>
- XIII. Adjournment: 10:50 a.m.

Next Staff Council Meeting is scheduled for Tuesday, July 19, 2022 at 9:30 a.m. via zoom link: <https://csuci.zoom.us/j/87426697727>

Agenda respectfully submitted by Tanya Gonzalez, Staff Council Secretary.