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MINUTES

August 22, 2018

2:00 – 3:00 pm CE-336

PRESENT: P. Aguilera, A. Barcenas, J. Beal, T. Bookman, S. Brooks, A. Carnahan, J. Casillas, L. Cromwell, R. Garcia, C. Huesca A. Lane, B. Machuca, S. Mendoza, S. Myers, D. Quijano, R. Rouch

1. New Business

a. Grand Opening/Ribbon Cutting for new Residential and Dining Hall

- i. Cromwell informed the SC members that they have invited to attend the Ribbon cutting of the new Residential Hall on 9/17 at 2:00PM – lawn area. The President's Reception will be in the new dining facilities from 3:00-5:00PM.
- ii. Cromwell mentioned that the effective fall the University will have meal plans available for faculty that includes coyote cash that can be spent at other markets places across campus.

b. Ask Staff Council Email

- i. It was m/Rouch and s/Casillas, effective immediately to have the following be the respondents to the Ask Staff Council email: Robert Garcia, Diana Quijano and Stacy Brooks. PASSED

c. President attending Staff Council meeting in September

- i. Lane informed the SC that the President would like to attend a SC meeting in September and will email his office staff of our September meeting dates.

d. Propose meeting time change

- i. Discussion was opened to determine the pros and cons of having bi-weekly vs. monthly meetings. Suggested times are: bi-weekly 3:00 – 4:00PM, monthly 2:30-4:00PM.
- ii. It was m/Cromwell and s/ Lane to have the first meeting of the month 90
- iii. minutes and the second meeting optional. PASSED.
- iv. It was m/Myers and s/Lane to have bi-weekly meetings from 2:00 - 3:30PM. PASSED.

- v. It was m/Myers and s/Rouch to move the September meetings to the second and fourth Wednesdays or September 12 and September 26. PASSED.
- vi. It was/Rouch and s/Lane to move our meetings to the second and fourth Wednesdays of the month going forward from 2:00 PM to 3:30 PM.

2. Old Business

a. Approval of July 25 meeting minutes

- i. It was m/Quijano and s/ Huesca to approve the Staff Council Minutes for July 25, 2018. PASSED

b. By-Law Amendments

- i. It was m/Cromwell and S/Rouch to approve Articles I – V of the bylaws with the referral of further study of the bylaws to a sub-committee that we will create. PASSED.
- ii. It was m/Cromwell and s/Bookman to form a sub-committee composed of the following: Randy Rouch, Alfredo Barcenas, Carlos Huesca, Diana Quijano, Sylvia Myers to address the bylaws and make recommendations to the Staff Council at large. PASSED.

c. Staff Emergency Fund

- i. The Staff Emergency Fund Application and Guidelines were presented and discussed.
- ii. It was m/Barcenas and s/Myers to take the SEF Application and Guidelines to General Counsel before we approve it. PASSED. (Susan Mendoza will reach out to Counsel)

d. Committee Request form - Tabled

e. Chair's Annual Report

It was m/Myers and s/April to approve the Chair's Annual report for publication. PASSED.

Due to interest of time, the remaining agenda items were tabled.

- i. Beal wanted to ensure that the Staff Council starts doing something—start having events. During the discussion it was decided that we need to know how much our budget is/will be and what event ideas we have, raise our own funds and try to plan events that do not involve outside involvement.

- ii. Garcia stated that he will meet with President Morales to discuss the Staff Council budget.
- iii. We will discuss how the Staff Council will move forward for the year at our next meeting.
- iv. Huesca volunteered to compile a list of ideas for fundraisers and/or events. Each member can email Huesca their list along with a brief description and any estimated costs.

Adjournment at 3:30pm

Next Meeting: September 12, 2018
 Time: 2:00 – 3:30 pm
 Location: TBD