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MINUTES

December 5, 2018

2:00 – 3:00 pm CE-336

PRESENT: P. Aguilera, B. Machuca, T. Bookman, S. Brooks, J. Casillas, L. Cromwell, R. Garcia, C. Huesca, K. Hunsaker, A. Lane, S. Mendoza, S. Myers, D. Quijano, R. Rouch, S. Maldonado, S. Wildes

1. New Business

a. Approve meeting minutes from 11/7/18:

Mendoza/M and Cromwell/S motion to approve the minutes for November 7, 2018. PASSED.

b. Fires affecting Paradise, CA and other areas:

Jenny has asked if we want to collaborate with the activities to support affected CSU's (Channel Islands, Chico, Stanislaus, etc.) We can put the messages on our website so individuals who want to donate can do so. Rob will put on our website and send emails.

c. SC Meeting Dates:

We adjusted the meeting schedule due to upcoming events.

Rouch/M and Hunsaker/S the motion to formally change our meeting schedule to be the second and fourth Wednesday of each month at 2:00PM. PASSED.

d. Cody's Champ Packs:

They were also distributed at the PDC. We made about 350 packs. Carlos is working to collaborate with other groups to help support/fund packs going forward. Carlos got them to the DEN and Rob took them to PDC. Different SC members handed out the rest. It was good to be able to help students that we know and work with.

- These were a success!
- Where will they be stored/wait?
- The DEN received more than they gave (they received what we had left over)
- Start earlier and put together packets over a few days.
- Make them and distribute at the same time.

2. Old Business – Nothing to Report

3. Officer Reports

a. Chair – Trustee Visit

- President said it went extremely well.
- Trustee was moved by the different stories we told.
- Did a fantastic job representing out council and the campus.

b. Vice Chair:

- Coyote Fast Break was a hit!
- Not sure of the attendance
- Alfredo is working on the post survey
- Have different questions on each table
- We need to do this again
- Gave us the opportunity to get to know the people we work with on a regular basis.
- Suggest we have RSVP the next time
- Select different locations going forward
- Suggest we have different time slots
- We should also do this at PDC and test some ideas/schedule with Brenda

c. Secretary – No Report

d. Treasurer:

- Report on the budget: We have spent \$2,014.72 – not sure how much we have left in our budget.

4. Committee Updates

5. One-Minute Items

- **Staff Emergency Fund:** General Counsel wants to know how we will manage the process; how will we choose/select the individuals to receive funds. Need to set up a rubric and need to develop a retention plan before we can get started.
- **President's New Year's Celebration:** Hope you RSVP'd.
- Trustee wanted to know how the Coyote Fast Break went. Lola will forward information to Pam Langford.
- Kim suggested some ideas:
 - Help with students mentoring/onboarding process
 - T-shirts – Member of the Pack since and add hire date
 - Augie Recognition more often
 - Member of the Pack T-shirts could be a fund raiser
 - The Pack has your Back (maybe could use this slogan somehow)

- Suggest we have ASI come and meet with us and also Faculty Senate.
- Work with our co-workers to be the best they can be/mentoring.
- Some people want to donate to the Staff Emergency Fund. We could give out the link so they could donate now.
- If you know someone or a department that might want to partner to help with the Champ Packs, send email to Carlos.
- Rob will follow up to see when we can get our group picture taken.

Rouch/M and Mendoza/S that we cancel our December 19, 2018 SC Meeting.

Adjournment at 3:20 pm

Next Meeting: January 9, 2019 Time: 2:00 – 3:30PM, Location: CE-336