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## **Staff Council Minutes (9/12/2018)**

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## MINUTES

September 12, 2018

2:00 – 3:00 pm CE-336

**PRESENT:** J. Beal, A. Carnahan, L. Cromwell, R. Garcia, C. Huesca, K. Hunsaker, A. Lane, S. Maldonado, S. Mendoza, S. Myers, D. Quijano, R. Rouch, S. Wildes

### 1. New Business

#### a. **CSUSB Homecoming, October 27th**

- i. Crystal Wymer-Lucero and Rachel Beech were present to share information about the upcoming homecoming celebration that has been planned. Expect over 2,000 to attend and be the best event ever. Contact Crystal if interested in participating.

#### b. **Approval of August 22<sup>nd</sup> Meeting Minutes**

- i. The minutes were not distributed. Will review at the next meeting.

#### c. **Staff Development Center/Staff Council – Care Given Support Group Sub-Committee**

- i. Lane met with Rowena with Staff Development to discuss forming a Care Giver Support Group. Will partner with SD to provide space and speakers once a quarter. Will consider also partnering with the Counseling Center. Would like 2 or 3 more people to volunteer to part of a sub-committee.

#### e. **Bylaws Subcommittee Report**

- i. Documentation: It was m/Rouch and s/Huesca that Article IV, Section 3 be added to the Bylaws as recommended. PASSED.
- ii. Elections: It was m/Rouch and s/Wildes that Article VI be added to the Bylaws as presented. PASSED.
- iii. Voting: The Bylaws Committee will continue to review, research and discuss this Article and will have a report at a later date.

#### d. **Staff Council Planning of Events – 2018-19 Academic Year**

- i. Garcia presented information necessary when planning events; i.e. cost of food per person \$10-\$15. And, costs for chairs, tables, location, etc.
- ii. We have received more funds and our current budget is \$5,000.00.
- iii. We must also consider the types of activities the SC participates in:  
Standing Committees  
Job Search Committee

## Task Force

Event planning should include: Idea – Brainstorming – Action

Event proposals should include:

1. Synopsis of Event/Activity
2. Cost
3. Attendance
4. Date(s)
5. Purpose/Desired Results
6. Circulate in Advance of taking action

Huesca agreed to create an “Event Submission” form for all to use.

- iv. Huesca presented event suggestions he received:
  1. Speed Meeting/Get to Know
  2. Have a Great Quarter
  3. Ice Cream/Dessert Social
  4. Christmas Boutique
  5. Rummage Sale
  6. Personal Growth Seminars
  7. Baseball games, outings, etc.
  8. Finals Week Package
  9. Staff Recognition – Put on SC website (give a shout out to staff members on a monthly basis.
  10. Toy Drive – need children – Party
  11. Department Costume Dress-Up for Halloween (give out trophies)
- v. Wildes presented some ideas in partnering with Staff Development
  1. Bring Your Child to Work
  2. Breast Feeding Mothers
  3. New Moms/Dads

## 2. Old Business

- a. **Staff Emergency Fund (Tabled)**
- b. **Committee Request Form (Tabled)**

## 3. Officer Reports

### a. Chair

President Morales will entire the entire SC meeting on September 26<sup>th</sup>. We need to take advance of this. We can talk about SC participation to get his full support. And, we want to have a great year—how can we work together?

Doug will ask Present Morales to find out what he expects when he attends the SC Meeting.

**b. Vice Chair**

We will meet again next Wednesday, September 19 at 2:00 to discuss agenda items for the September 26<sup>th</sup> Meeting. Please send your suggestions to Lola.

**Secretary – Vacant Position**

The Bylaws Committee will address revising appointment of officers after the initial election process.

m/Lane and s/Cromwell to appoint Sylvia Myers as Secretary. PASSED.

Lola Cromwell, Vice Chair chaired the remainder of this meeting.

- ii. Torie Weiston-Serdan Campus Visit  
m/Cromwell and s/Beal to meet with the University Diversity Committee and Staff Development as possible partners to bring Torie Weiston-Serdan to our campus in the Winter Quarter. PASSED.

Adjournment at 3:35pm

Next Meeting:           September 19, 2018  
                                  Time: 2:00 – 3:30 pm  
                                  Location: TBD