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Staff Council Regular Meeting Minutes (10/5/2022)

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CALIFORNIA STATE UNIVERSITY SAN BERNARDINO

STAFF COUNCIL MEETING MINUTES

October 5, 2022 | 12:00 pm

California State University, San Bernardino

ZOOM Link: Zoom: <https://csusb.zoom.us/j/9095377196>

I. CALL TO ORDER 12:07 p.m.

II. ROLL CALL

Present: Marina Andrews, Pamela DeLaTorre, Jaime Espinosa, Lisa Gordon, Ken Jacobs, Elizabeth Junker, Jennifer Martin, Diana Quijano, Lorena Segovia

Apologies: Patricia Aguilera, Stacy Brooks, Kim Hunsaker, Kamalei Lee, Katrinia McDowell, Lonelle Minesinger, Marcos Pineda

Absent: Paola Galvez

III. APPROVAL OF MINUTES

IV. APPROVAL OF THE AGENDA

V. PUBLIC COMMENT

Public comment is designated as a time for the public to address the Staff Council during a scheduled meeting on items of business or issues/concerns.

VI. REPORTS

- a. Chair, Jaime Espinoza: Quorum not met but we will share updates. HR has advised that the SEF can proceed. We can also continue with the Augie Award. SC is not to create any new awards with monetary components. Committee time off: No guaranteed time off. It is up to administrators to approve or deny requests. If you have an issue with your supervisor let Jaime know and he will reach out to them. Again, there are no guarantees of release time. At this time, everyone should have access to the SC Google Drive. Jaime sent out directions on how to access the drive.
- b. Vice Chair, Lorena Segovia: Announced her resignation as Vice Chair. She will retain her committee seat and looks forward to continuing with SC activities which she very much enjoys.
- c. Secretary, Diana Quijano: Will be sending out a Doodle poll to determine the best day and time for SC meetings. Once determined, we will set the regular SC meeting schedule and determine the EC meeting schedule.
- d. Treasurer, Jaime report that Dusty Rushia submitted the request to pay invoices for popsicles. Reimbursement for the award will also be processed. Jaime is waiting for the invoices to get them paid.

- e. Communication Liaison, Liz Junker: She has met with Jaime to start making updates to the website. Has reached out to Joel Fite for assistance to complete the changes. The goal is to get the page up as soon as possible. If you have a current headshot, please send it to Liz.
- f. Committee Chairs
 - i. Bylaws Committee, none
 - ii. Events Committee, non
 - iii. Staff Emergency Fund, Diana Quijano – No submissions last month.
- g. Staff Council Members
- h. Administration Advisor, Sam Sudhakar, none.

VII. PRESENTATIONS

VIII. OLD BUSINESS

IX. NEW BUSINESS

A. ACTION ITEM: APPOINTMENT OF TREASURER and VICE CHAIR

A new treasurer and vice-chair need to be appointed.

Please submit your statement of interest or nominations to the Executive Committee.

B. DISCUSSION ITEM: AUGIE AWARD

Nomination process, updating the MOU we have in place with the President’s Office, and University Advancement - Tabled for next meeting

C. ACTION ITEM: AUGIE AWARD REIMBURSEMENT

Need to reimburse for payment of award

D. ACTION ITEM: AUGIE DAY POPSICLE REIMBURSEMENT

Need to reimburse PDC for popsicles

E. DISCUSSION ITEM: NEW STAFF COUNCIL MEMBER INTRODUCTION & WEBSITE

Discuss sending an introductory message about new SC members and updates/changes to website. -Tabled for next meeting

F. DISCUSSION ITEM: SC MEETING TIMES

Discuss possible meeting times other than lunch time.

A doodle poll will be sent out by Diana Quijano to determine best meeting date and time for our standing meetings.

X. ANNOUNCEMENTS:

Lisa Gordon shared that she applied for marketing a grant and was awarded \$2500.

XI. ADJOURNMENT 12:25