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## Staff Council Regular Meeting Minutes (10/20/2021)

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**STAFF COUNCIL  
Meeting Minutes**

**October 20, 2021 | 2:00 pm**

California State University, San Bernardino

ZOOM Link: Zoom: <https://csusb.zoom.us/j/82759678910>

**I. CALL TO ORDER: 2:05 p.m.**

**II. ROLL CALL**

**Present:** Patricia Aguilera, Marina Andrews, Ian Banuelos, Stacy Brooks, Jaime Espinoza, Elizabeth Junker, Jessica Madrigal, Lonelle Minesinger, Judith Osorio, Auenida Pena, Diana Quijano, Daisy Ramos, Dusty Rushia, Lorena Segovia, Beth Steffel

**Apologies:** Tiffany Bookman

**Absent:**

**III. APPROVAL OF MINUTES**

Attachment: Minutes of October 6, 2021

**M/ Patricia Aguilera S/Stacy Brooks**

**IV. APPROVAL OF THE AGENDA**

*M/Elizabeth Junker S/Kim Hunsaker*

**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, Jessica Madrigal – Attended Admin Council. They shared that deadline to self-certify for union employees is October 27. One of their items was updating HR language that you must be an MPP in order to hold the title of manager director, or supervisor. Another item was the instruction to not return to paper documents for signatures and continue using AdobeSign. Attended the Philanthropic Foundation Board meeting. She attended the ASI Board meeting. ASI won an award for getting the most students registered to vote. Please congratulate Daisy and her team for this accomplishment. The EC meet with the SC committee chairs from SRF and Events. It was very productive meeting learning what is in the works and ways that EC can better assist and support the work of the committees. If a committee chair is unable to attend

the monthly EC meeting, it is requested that a representative from the committee attend in their place.

- b. Vice Chair, Lorena Segovia – Lorena shared that the October 27 date for self-certification does not apply to Unit 4 members  
She attended the Facilities Repopulation Committee meeting. The focus of that meeting was the sharing that students who do not self-certify will have their records put on hold and will not be able to register for spring. In addition, students who are not vaccinated will be subject to weekly COVID testing.
- c. Secretary, Diana Quijano - Attended the Philanthropic Foundations Board meeting. There was a presentation to Ellen Weiss who was the long-standing chairperson and the new chair is Mark Edwards. The goal of the committee is to raise \$400 million. There was an amazing opera performance by our students from Performing Arts.
- d. Treasurer, Stacy Brooks – Name badge order is in and Stacy will distribute those by inter-campus mail. T-shirts should be in by mid-November. The funds that had been incorrectly charged to the SC account have been returned.
- e. Committee Chairs
  - i. Bylaws Committee, Jamie Espinoza – Met with the EC and they are working with the amendments to the bylaws. They will share with the SC at our next meeting.
  - ii. Events Committee. We have a meeting scheduled for September 27 to go over the calendar.
  - iii. Staff Emergency Fund, No requests received and committee has not met.
- f. Staff Council Members
- g. Administration Advisor, Sam Sudhakar: Sam is not present but Sam shared with JM that the tech meeting occurs on the \_\_\_ Wednesday of the month, which is where he, Daisy and Ian and Beth are. He would like to us to discuss our conflicting meeting date at our next meeting. Jessica will be meeting with Dr. Sudhakar to go over the by-laws and the Confidential Assistant restriction.

## **VII. PRESENTATIONS**

## **VIII. OLD BUSINESS**

### **A. ACTION ITEM: RECWELL COMMITTEE**

The committee is seeking a representative from Staff Council to serve on committee.

*At our last meeting there was a request for more information about this committee. This committee will meet once a month via zoom for one hour. Their mission statement is on their website. They are flexible and are open to a one or two-year term for this seat.*

*Judith Osorio self-nominated.*

*Appointment of Judith Osorio to sit on this committee was unanimously approved.*

## **IX. NEW BUSINESS**

**A. ACTION ITEM: TEMPORARY APPOINTMENT OF COMMUNICATION LIAISON**

Temporary assign an individual to the position until we finalize the by-laws.

*Until we finalize the by-laws we would like to appoint a temporary communications person. Duties would include Updating the website, update the list of all committee members, upload agendas to the website as well as send out notices and communications to the campus. There will be training for this position.*

*Jaime had had previously volunteered to update the website but is waiting for access. As soon as given access he said he would be happy to do the work to updates the website. Stacy Brooks shared that she spoke with Michael Cassadonte who indicated that we can contact his team to get the access needed.*

*Jamie Espinoza's self-nomination was accepted. His temporary appointment as communications liaison was unanimously approved.*

**B. DISCUSSION ITEM: EMERITX POLICY**

Review and provide any recommendations to FAM 612.4 Emeritx Policy

Sent to us by Karen Kol--- as chair of the ---- committee requesting our review.

Tiffany had a question as to what constitutes “

We will seek for more information/clarification from Karen so that we can make a recommendation from SC.

**X. ANNOUNCEMENTS:** *Jaime Espinoza shared that the Veterans Success Center will likely do a virtual event for Veteran's Day.*

*IF anyone needs assistance with booking space at the SU please contact Jessica Madrigal.*

**XI. ADJOURNMENT: 2:46 p.m.**