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## Staff Council Regular Meeting Minutes (9/7/2022)

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# CALIFORNIA STATE UNIVERSITY SAN BERNARDINO

## STAFF COUNCIL

September 7, 2022, | 1:00 pm

California State University, San Bernardino

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

**I. CALL TO ORDER: 1:02 p.m.**

**II. ROLL CALL**

**Present:** Patricia Aguilera, Marina Andrews, Stacy Brooks, Kim Hunsaker, Ken Jacobs, Elizabeth Junker, Jennifer Martin, Jessica Madrigal, Lonelle Minesinger, Diana Quijano, Dusty Rushia, Lorena Segovia, Paola Galvez

**Apologies:** Lorena Segovia

**Absent:**

**III. APPROVAL OF MINUTES**

M/Patty Aguilera S/Dusty Rushia to approve Minutes from July 13, 2022. Minutes approved.

**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.

Hispanic Heritage Month – Keep you eye out for activities designed for faculty, staff and students. Pamela made a call if anyone is interested in presenting at these events to please contact her for information.

**VI. REPORTS**

- a. Chair, Jaime Espinoza –Goals for this year 1) Events for Staff, 2) update website, and 3) update Bylaws. The CSU Memorandum was previously shared. Jaime opened discussion for questions. Our focus will be on networking with staff and community events to bring staff together. Suggestion was made that we need to go beyond social events we should help provide staff resources, and other things that are not bargaining related. Jaime agreed we could assist in providing resources and produce workshops or other things we can pursue if they are not bargaining related. If something comes up and we can team with human resources or the staff development office for such workshops/events. We are no longer part of shared governance per the memo that went out to all 23 campuses. SC members said if that is the case, we need to begin by redefining our purpose since we are starting from a clean slate. We will begin this within committees that members are free to join and give input. We are working on email address through Chad Cordero. Ask.SC, SC and SEF. Jaime asked SC members if there was anyone in previous year representing on an outside committee to please advise him. Please feel free to reach out with any suggestions or feedback.

- b. Vice Chair, Lorena Segovia – Not present.
- c. Secretary, Diana Quijano - There are a few SC shirts left from last year in limited sizes. New members please reach out and check with Diana to see if there is a shirt available in your size.
- d. Treasurer, Dusty Rushia – balance in SC Fund: \$3,936.12. Dusty will check with Stacy Brooks with respect to the SEF funds as she does not currently have access to that account.
- e. Communication Liaison, Liz Junker: Liz will be working with Jaime to update the website. Work on edits and updates are in process to get the pages up and running as soon as possible. We will release page by page rather than waiting for the entire website over-haul. If you have a recent headshot, please send. If you do not have a current headshot, make an appointment with Strategic Communications to get that done. We want to include everyone’s photo on the SC webpage.
- f. Committee Chairs
  - i. Bylaws Committee,
  - ii. Events Committee,
  - iii. Staff Emergency Fund. – Diana Quijano report that there were no applications received.
- g. Staff Council Members
- h. Administration Advisor, Sam Sudhakar

**VII. PRESENTATIONS**

**VIII. OLD BUSINESS**

**IX. NEW BUSINESS**

**A. DISCUSSION ITEM: STAFF ADVISORY GROUPS MEMO**

Discuss the Staff Advisory Group memo and FAQs

Jaime sent out a Qualtrics survey for SC members with respect to the Chancellor’s Office memorandum. Please use this to send any questions regarding the memorandum and the current role of SC.

**B. ACTION ITEM: COUNCIL MEETING DATES**

Vote on meeting date for Council meetings

Jaime conducted a live poll to get an idea of people’s preferences. SC members expressed the need to get all members input on availability. Jaime said this this poll is just to give him a rough idea of peoples’ preferences and one will conducted for the entire council. This limited poll would suggest that Tuesday or Wednesday afternoons may work best.

**C. ACTION ITEM: COMMITTEES**

Selection of members to serve on committees

Jaime made a call for SC members to advise him of interest on serving on one of the three committees. Diana Quijano and Patricia Aguilera expressed interest to continue serving on SEF. SC members should send Jaime a message expressing committee interest.

**D. ACTION ITEM: AUGIE’S POP OF KINDNESS**

Vote on day/time to hold event, budget for event, and budget for award/plaque

Elizabeth Junker motioned for holding the event on Wed, Sept 21, 2022, from 12-2 p.m. with a maximum budget allocation of \$500 to purchase the popsicles. Second by Kim. Approved.

Jaime will get back to the question with respect to the plaque.

**E. DISCUSSION ITEM: STAFF COUNCIL WEBSITE**

Discuss the updates/changes to website

We will be updating the website and pages released as we go so it should get running in the very near future.

**X. ANNOUNCEMENTS**

**XI. ADJOURNMENT at 3:06 p.m.**