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Staff Council Regular Meeting Minutes (3/13/2023)

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CALIFORNIA STATE UNIVERSITY SAN BERNARDINO

STAFF COUNCIL MEETING NOTES

March 13, 2023 | 2:00 pm

California State University, San Bernardino

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

I. CALL TO ORDER 2:06 p.m.

II. ROLL CALL

Present: Marina Andrews, Jaime Espinoza, Lisa Gordon, Kim Hunsaker, Ken Jacobs, Jennifer Martin, Katrina McDowell, Marcos Pineda

Apologies: Patricia Aguilera, Diana Quijano, Stacie Ortiz

Absent: Pamela Delatorre, Elizabeth Junker, Kamalei Lee, Lonelle Minesinger, Lorena Segovia, Paola Galvez

Quorum not met.

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: had been working with Chad Cordero to fix the email access it appears to have been remedied and is now able to send out information.

Our Communications Liaison had to step down from this role. This vacancy will need to be filled. If anyone is interested, please send an email to EC. Some updates have been made to the website.

With respect to the Augie Award, Jaime has been trying to get payment made to the Sports Marketing and to Lisa Gordon.

b. Vice Chair, Jennifer Martin: No report.

c. Secretary, Diana Quijano: No report.

d. Treasurer, Ken Jacobs: In the philanthropic fund we have \$3,822.56; and \$3,936.12 in the trust account. Total: \$7,758.68.

e. Communication Liaison, Vacant.

f. Committee Chairs

i. Bylaws Committee, Ken Jacobs: Ken gave a report on some recommended changes and updates that will be proposed. The By-Laws Committee will be meeting again to review these and other proposed changes to the By-Laws. Jaime suggested that the proposed edits be proposed in Qualtrics for electronic review and approval. Also, we would like to establish in the By-Laws provision for electronic voting.

ii. Events Committee. Marina Andrews: Is planning a hike for staff members to Marshall Peak as it is nearby. Jaime also suggested that Badger Hill could be an option as it is right behind campus. It will be open for staff to bring family members if they wish. Planning a Saturday morning hike

on April 29th. A request was made that SC provides water and granola bar/snacks and Jaime confirmed that SC could provide those refreshments.

Jaime inquired about following up on Mother's Day, Father's Day, and Parent's Day celebrations. These would be simple refreshments during the week of the holiday. We will proceed to plan a small event for the week before Mother's Day and the week before Father's Day.

Jaime reached out to inquire about SC assisting with the University Picnic. We usually participate. We have not heard back yet.

- iii. Staff Emergency Fund, Jennifer Martin – We did receive a submission, but it did not meet the rubric requirements to qualify. We are working to update the website to identify the requirements more clearly, as they were before the website was taken down. We will be working to get more complete information.
- g. Staff Council Members: Question posed about SC membership and recruitment. Jaime is planning to speak with current members to see who desires to continue serving since there seem to be many members being missed at regular meetings. We would like to recruit staff members who have an interest. In the past, we had also said we are open to volunteers for particular events, even if they are not able to serve as actual staff council members. We will follow up on this. Kim Hunsaker shared that she attended the first ASI Board of Directors meeting. She is looking forward to representing the SC in this role.

VII. PRESENTATIONS

VIII. OLD BUSINESS:

- A. University Committee Representation
 - i. Tech Committee
 - ii. Philanthropic Board
- B. Augie Award Payment

IX. NEW BUSINESS

- A. Nominations for Communication Liaison

X. ANNOUNCEMENTS: The next SC meeting will be in person on April 10 in Room 336. Refreshments will be provided by the Executive Committee. We look forward to seeing all who can join us.

XI. ADJOURNMENT 2:28 p.m.