

Staff Council Meeting Minutes

Date: Wednesday, August 30, 2017 from 1pm – 2:30pm

Location: Library Fishbowl, 2nd Floor

1. Call to Order/Welcome

1.1 Check for Quorum (11 members required)

- 13 general members and 4 exec board members

1.2 Welcome Staff Councilors

1.3 Welcome President Rossbacher

- Thank you to the President for additional funds for the end of the year event last year

1.4 Member introductions - Name, Position/Department, SC status

In attendance: Terri Georgopoulos, Pamela Flores, Samantha Pace, Michele Miyamoto, Rob Keever, Phil Rouse, Suzan DiRicco, Kim Coughlin-Lamphear, Grant Scott-Goforth, (President Rossbacher), Mona Mazzotti, Marguerite Powers, Erika Wright, Bryn Coriell, Alma Zechman, Vickie Thornburgh, Tina Georganas, Molly Kresl

Open floor from President Rossbacher-

Staff council provides an important perspective for campus. Last year this group undertook a task of "what can we do to make staff feel valued". There were a lot of great suggestions. A lot of the suggestions take money and some are not consistent with collective bargaining unit. There was a theme around professional development for both staff and managers. One of the best things for staff would be to have better managers. This came through really clearly. As we have been going through divisional meetings the past couple days, we hope we have noticed the importance of professional development for those. HR is offering some trainings and there is a place where we can request certain types of training at the HR Website (<https://training.humboldt.edu/>). This will help provide more direction for HR, and especially our training staff. The library also has a variety of trainings that they offer. These are things that we are definitely moving forward on in no small part because of the feedback from Staff council. In responding to the request, thank you for not just asking for more rewards and recognition. Thank you for always providing feedback on the questions we have.

1. Announcements - Overview

2.1 Describe purpose of Announcements

- Student pizza party at the library (center for teaching and learning, Academic Technology and learning center) Oct 4th 12-2pm (Terri)
- Learning Center Launch for students tomorrow 8/31 3-5pm (first floor of the library) - Pam
- Female transfer openings in housing- double rooms- would also accept new students. Primarily in creekview, Require meal plan (Samantha)
- Welcome Black- African American reception 1-5pm in KBR 9/2 (Mona)
- Home football game against team from Mexico- tailgate at redwood plaza 9/2 at 6pm
 - Carlos sanchez is going to sing Mexican national and the game will be broadcast in both English and Spanish
- Careers in research Panel- 8/31 from 5-6:50 pm in the fishbowl

- Oh Snap! Opened this week so students can get food and sign up for Cal Fresh
- Clubs Fair- Sept 6th 10am-2pm on UC Quad
- If any staff are interested in being club advisors email molly kresl at mjk360@humboldt.edu
- Restructure: Student affairs and enrollment management no longer exists. Enrollment management now directly report to Provost. EOP and CCAE's now report to Student affairs. Hiring title IX investigator that will report to VPSA. We currently have an interim VP, Dr. Wayne Brumfield. New position will be posted relatively soon. They are hoping to have someone hired next academic year. (Marguerite)
 - Review org chart on the president's website and the student affairs website

2.2 [Staff Council - Mission](#)

- The mission of Staff Council is to provide staff with an effective process of selection for participation in campus governance, and to facilitate communication and cooperation across the campus on issues of interest and concern to staff.
- You can find this information on the website:
 - Agenda's
 - Minutes
 - Purpose
 - Information about upcoming events and meetings
 - Send Terri your photo for the website if it is not already posted (tmg315@humboldt.edu)

1. **Staff Council Officer Reports (10 Minutes) - Overview**

4.1 President - Terri

- What are our goals for this year and what do we want to take on? (task for next meeting)
- Typically reports from
 - University Senate, URPC, etc

4.2 Vice-President - Pam

- Right hand person for the president
- Sent out a survey over the summer
- Sturgis Rules of order- see the link below or on the google drive
 - Similar to Roberts rules of order
 - [Sturgis Rules of Order](#)

4.3 Secretary - Molly

- This will be the point in time where we vote on the meeting minutes
 - If there are any question or changes we will make it during this time

4.4 Treasurer - Samantha

- There is limited money associated with Staff council but if we are spending any money, we have to get approval from Sam before we do
- Staff appreciation is a huge event for the treasurer

- Some committees may want to bring her into their meetings to discuss funding

1. Staff Council Standing Committee Reports (15 Minutes)

5.1 Fundraising Committee - describe committee for new members (Pam)

- Responsible for making certain there were giveaways at potlucks
- Organizing the Holiday Craft fair that runs in conjunction with the holiday party
 - Get vendors and make sure they pay
- Staff appreciation event in the spring
 - Last year there were over 70 prizes
 - Next have fewer but bigger prizes
- Gnoming and Naturing
 - This was confusing last year but need to figure out how to make sure we follow through next year
- We want to figure out how to make more money so we can put on a lunch without it being a potluck

5.2 Governance Committee - describe committee for new members (Molly)

- Constitutional changes
- Staff elections- the chair coordinates that
 - Depending on the year there may be a lot or a little

5.3 Service Projects Committee - describe committee for new members (Suzan)

- Put together the pot lucks, mixers, and pumpkin painting
- Maybe focus more on service work this year

5.4 The Recruitment Committee - describe committee for new members (Samantha)

- Welcome bags
- Active effort prior to elections to actively seek out departments that are not currently represented to get folks involved
- Getting a liaison for departments that don't have a representative on staff council
- Staff spotlights
- Rob is working on a Brochure for staff council to promote it across campus

** if anyone has more ideas of what we could/should be doing at staff council make sure to bring it up**

1. Discussion/Action Items (20 Minutes)

****review spreadsheet in shared drive to see who was allocated to which committee*****

6.1 Nominations/Volunteers - Staff Council Service Projects Committee Chair

- Suzan DiRicco could Co-Chair with Vickie Thornburgh

6.2 [Staff Council Committee Selections](#) - any requests send to tmg315@humboldt.edu

- Review the spreadsheet for your committee

6.3 Nomination - Senate Appts and Elections Committee - Morgan Barker - yes/no vote.

- In favor: 17
- Opposed:0

- Abstentions: 0

6.4 Nomination - Search: Vice Provost Search Committee - Julie Koepfel - yes/no vote.

- In favor: 12
- Opposed: 0
- Abstentions: 5

6.5 Nomination - Search: AVP Enrollment Management - Kevin Furtado - yes/no vote.

- In favor: 12
- Opposed: 0
- Abstentions: 4

6.6 Staff Nominations - Search: 2 VP Search Committees (Student Affairs and Administration & Finance)- Google Form to be sent Friday 9/1

- Looking for a diverse search committee
- Hand selected by president Rossbacher
- Sending nomination form this Friday and due the following Friday
- No option to choose which committee to be on
- What is the time commitment and what is the breakdown of the search committee

6.7 Ice Breaker Activity

1. Adjournment

7.1 Motion from the floor to adjourn meeting (Pam)

- How to say it " I move the meeting be adjourned"
- Move: Samantha Pace
- Seconded: Suzan DiRicco
- Favor: 17
- Opposed: 0
- Abstention: 0

1. Committees Meet/Plan (20 Minutes)

8.1 Announcements - what is on deck? [Staff Council Event Calendar](#)