Humboldt State University
Staff Council Meeting Minutes
2019/20:3 10/16/2019

Wednesday, October 16, 2019, 1:30pm, LIB 209

1. Call to Order / Welcome
President Jessica Welch called the meeting to order at 1:35pm on Wednesday, October 16, 2019 Library, Room 209; a quorum was present.

Members Present
Sue Armitage, Anthony Baker, Sulaina Banks, Lorraine Casazza, Deserie Donae, Kailyn Doyle, Cortney Koors, Lauren Lynch, Steven Margell, Casey Park, Gabby Pelayo, Molly Pucillo, Mary Watson, Jessica Welch, Amelia Wright

Members Absent
Kim Coughlin-Lamphear, Sasha Wallace, Brandon McMillin

Guests
Rob Keever, Alex Gradine

2. University Senate Report
Senator Rob Keever reported the University Senate has held two meetings, and is reviewing the excess enrollment, international travel, and student officer requirement policies, among other items; Senator Keever encouraged staff to bring new policy review requests to Senate.

The President’s Office has requested Staff Council designate a non-MPP staff representative to serve on the President’s newly expanded Cabinet. Senator Keever requested Staff Council decide whom to appoint to this important position.

Councilor Doyle asked about the time commitment for the role, and whether staff representation on the Cabinet would be limited to one seat. Senator Keever stated the anticipated time commitment is unknown, as the cabinet would meet on an as-needed basis.

Councilor Baker noted that Staff Council President serves a term of one year, and recommended finding out whether an annual term coincides with the cabinet terms.

Councilor Armitage opined that it is structurally appropriate and consistent for the Staff Council President to fill the staff seat.

President Welch recommended a probationary period of one year to better understand the role and the time commitment in the absence of direct confirmation.

M/S (Watson/Donae) to assign the non-MPP staff representative seat on the President’s cabinet, to the Staff Council President (or their designee) and that Staff Council notify the President’s Office.
Motion carried unanimously.

3. Open Campus Announcements
Associated Students replaced “commitment to sustainability” with “commitment to social justice” with the idea that social justice includes sustainability.

A new platform similar to Craigslist called “Campus Wall” is available to anyone with an @humboldt.edu email address.

10/31 is the Zombie Apocalypse scavenger hunt. All students will get an emergency preparedness kit if they finish the hunt. The theme is Bigfoot Zombie.

4. Approval of Minutes from the September 18, 2019 Meeting
M/S (Koors/Margell) to approve the Minutes of September 18, 2019, with a friendly amendment to change “$4.5 million” to the correct number of “$5.4 million”

Motion carried unanimously

5. Staff Council Officer Reports
5.1 President Welch reported Giving Back page on the SC site has been updated to include the highlighted campus initiatives, based on feedback from Travis Williams in Advancement.

5.2 Secretary Watson reported the Committees page on the Staff Council website has been updated with Council committee information

5.3 Treasurer Baker reported he is developing long term budget plan.

6. Staff Council Standing Committees Reports
6.1 Service Projects Committee:
Chair Banks reported today is the last day to sign up for the door decorating contest, and so far 11 departments are participating; she plans to send a reminder today and announced the prize will be Mia Bella Cupcakes; winners will be announced on 10/25.

Staff Council will host a remote Halloween costume contest through Instagram, both as a way to include more people and to promote our social media account. The prize will be a pumpkin with a crown. We will launch to staff this year and revisit including students next year.

Chair Banks reported the Fall celebration is tentatively scheduled for 11/21 from noon to 2:00pm in the KBR. Discussion about including students in this event led to a broader conversation about the intention of Staff Council events. It was agreed that student workers should be included in staff events but we need to discuss further whether all students should
be invited. Chair Banks will coordinate with OhSnap! to offer support from the event.

6.2 Governance Committee:
Chair Margell reported the committee held its first meeting

6.3 Recruitment Committee:
Chair McMillin reported a new Staff Spotlight and intake form has been added to the website, which allows any staff member to be included.

Vice President Koors suggested creating templates for fliers and all-staff communications for consistency.

Councilor Donae suggested removing old features from the website and replacing their pages with the year a staff member was featured, which would identify changes in job title.

6.4 Marketing Committee:
Chair Pelayo reported the first Instagram post will be the group Staff Council photo, and Spirit Week will include Alma Mater Monday and Green & Gold Friday; she requested suggestions for Tuesday, Wednesday, and Thursday theme ideas at Council’s convenience.

6.5 Gender Equity Working Group:
Chair Armitage reported the nomination narratives now contain less emotional work, and that the name of the working group may change to “Equity Working Group,” in order to begin review other issues on campus.

Chair Armitage reported the Council, in partnership with Nancy Olson in Human Resources, is creating a document for new staff called Guide to the Good Life.

7. Staff Appreciation Awards Review Check-In
President Welch reminded the Council to review and complete the rubric, and noted if anyone has questions or problems they can contact her or Chair Armitage.

8. Staff Council Group Photo
Success! President Welch sent the photos for review; thanks from the Council to the talented Kellie Jo Brown!

M/S (Pelayo/Banks) motion to adjourn

Meeting adjourned at 2:50 pm