Staff Council Meeting Minutes 1/24/2018

Date: Wednesday, January 24, 2018 from 1pm – 2:30pm
Location: Library Fishbowl, 2nd Floor

Present: Terri Georgopoulous, Marguerite Powers, Samantha Pace, Rob Keever, Liz Deck, Tina Georganas, Julia Heatherwick, Grant Scott-Goforth, Vickie Thornburgh, Paul Vrabel, Jessica Welch, Mona Mazzotti

Guest: Sarah Bacio, Kacie Flynn

Action Items, Decisions, and Significant Issues

- Minutes approved for 11/30/17, 12/19/17
- ACTION ITEM: Discuss Staff Appreciation Event and donation protocol.
- ACTION ITEM: Motion to eliminate the remaining Spring events and focus the budget on Staff Appreciation
- ACTION ITEM: By-laws modification to reduce the number of events Staff Council sponsors each semester

I. Call to Order/Welcome (5 minutes)

1.1 Check for Quorum (11 members)

II. Announcements - Overview (15 minutes)

2.1 Open Announcements
- Feb. 21, Transfer student focus/support group, onboarding transfers, 5pm Goodwin Forum
- Feb 13, Student Lunch and Learn, free lunch and learn about canvas
- Feb. 14, Author Celebration in Library
- March 1, Opening of Special Collections in Library

2.2 Guest Speaker-University Senate & URPC Report: Sarah Bacio & Kacie Flynn
- For detailed information on University Senate agendas and minutes
  https://www2.humboldt.edu/senate/node/314#overlay-context=node/296
- For detailed information on URPC:
  https://budget.humboldt.edu/uprc
- President sent email at 5pm on Friday which set the tone for Spring semester
- URPC to report summary to President; probably look at Phase 3
- Biggest takeaway: compared to 3 years ago HSU has 300 less students which is lower than the lowest estimate.
- Have council members heard any other feedback? Question generated the following conversation:
  - Is there acceptance? Some areas do not grasp the impact of budget deficit, perhaps due to being a self-support unit.
  - What is the right size for HSU? SF State is only other CSU with declining enrollment, however the decrease is due to housing costs and other factors.
  - HSU spending too much per student. HSU has more faculty, less MPPs and staffing has been flat.
  - One time funding positions need to be built into base funding or they will be eliminated.
  - For existing staff-cuts to be made by attrition and then reclass, reassign

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Lisa C. said our combination of faculty and staff who support students is a positive thing to think about.

- Budget site still open to suggestions
  
- Look at Questica dashboard, WASCUC visit and their lines of inquiry

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

3.1 President – Terri
- Out ill for last few week so nothing to report

3.2 Vice-President – Pam
- Arrived at end of meeting because attending University Policy meeting.

3.3 Secretary – Marguerite
- Minutes from previous meetings voted on and approved.

3.4 Treasurer – Samantha
- Asked if anyone had updates on name tags. Pam has buttons. Tina will investigate.

IV. **Staff Council Standing Committee Reports (15 Minutes)**

4.1 Fundraising Committee (Mona)
- **Friendship Day – update on Lumberjack Duckies.**
  - Change last day to order to February 9, deliver February 10-12
  - “Ten bucks for two ducks”
  - Reviewed order page
  - Terri will update website when order page ready to go live
  - All to participate in duck delivery by signing up on Google Sheet
- **Pints for Profit**– Alma signed up and will report on the details at our next meeting.

4.2 Governance Committee (Alex)
- Alex out, Grant indicated no updates

4.3 Service Projects Committee (Vickie)
- President’s Office okay with changes in Green and Gold event; open to off-campus for wine and cheese event
- Scrap all Spring Events except for Staff Appreciation; put all budget to this main event.
- Next meeting we will discuss the Staff Appreciation event and donation protocols. For example, if asking a casino for a donation, be aware of their accounting cycles. Maybe door prizes, something sustainable like “sticky cleans”.

4.4 The Recruitment Committee (Rob)
- Bring in new members-10 members leaving.
- Let’s start talking to representatives from other offices. Make a list of departments and check off when contacted. Develop suggestions for talking points. All council members need to actively recruit.
- Will do marketing push with flyers & announcements. Already mentioned at new employee training. Share with SAAS.
- Establish date for nominations-early April. Check the by-laws, Article 1, Section 1
- Brochure-Jessica updated brochure. It is on Drive and accessible by all council members.
V. Discussion/Action Items (25 Minutes)
   • none

VI. Adjournment
6.1 Motion from the floor to adjourn meeting (Pam)
Samantha Pace moved to adjourn the meeting. Paul Vrabel seconded the motion.

VII. Committees Meet/Plan (20 Minutes)
7.1 Announcements - what is on deck? Staff Council Event Calendar