Staff Council
Minutes of March 11, 2014
Kendall 207-209, 8:30 am – 10:30 am
(Subject to Council approval)

Attendance: Lynn Abbiati, Sharyn Abernatha, Tammy Bassi, Michelle Berglund-Smith, JoAnn Bradley, Mary Kay Bringham, Rebecca Cagle, Mario Chandrakumar, Donald Converse, Joe Crotts, Nicole Davis, Becky DeVault, Dana Francis, Annette Heilesen, Michelle Holmes, Cindy Kelly, Barbara LaRue, Rena Marino, Nicole McAllister, Jackie McMillan, Melanie O’Connor, Tawnie Peterson, Cari Phipps, Laurie Ratterree, Rachelle Sousa, Erin Tarabini, Scott Taylor, Yer Thao, Jessica Verardi, Josh Whittinghill

Absent: Melissa Cheatham, Chris Gardner, Taylor Herrin, Ronda Kramer, Nathan Methvin-Terry, Margie Mitchell, Holly Soldavini, Karla Zimmerlee

Meeting Commence: 8:37am

Call To Order: Michelle Berglund-Smith

Announcements:

Approval of minutes – February 11th meeting: Approved

Human Resources: Sharyn Abernatha: Empathia is the new vendor for the employee assistance program. Employees can go to their website for more information. Two trainings coming up on resume writing and a third on interviewing techniques. We are scheduling a lead training that is being piloted in FMS and Housing. This training will focus on employees who lead students. Trying to schedule an Empathia training on wills and trusts. This is a reminder to employees to keep their beneficiaries up to date. We are in the process of developing a preparing for retirement series where we will talk about starting to invest younger and how to prepare mentally for retirement etc. We hope to have all of these going by summer. Foundation employees can attend the trainings if there is room. There will also be training on diffusing a volatile situation presented by the Sheriff’s department. The workshops are listed on the website as the dates are scheduled. Are people on campus the first candidates for hiring? HR first screens for applicants who meet the minimum requirements. Then we give to those to the department and they look at who meets the minimums and who meets the preferences. HR encourages departments that if on-campus employees meets those minimums and preferences that they are given an interview. If the department chooses an off campus employee they must explain why. On-campus employees want to know why they were not chosen so it would be great to make that information available to those who applied. It is frustrating for employees to keep applying for on-campus positions when they have no idea why they aren’t being selected for a position. The poor economy made for a lot of applicants and harder to get on-campus jobs but now things seem to be improving so there are less applicants and more opportunity. Also,
some positions have very specific skills they are looking for so that makes it hard to be chosen for a position.

**Payroll & HRIS: Rebecca Cagle:** Working on Unit A and Unit 1 salary increases. We are updating HR news with the latest and greatest. We are also coordinating with the Chancellors office to work through the fallout lists (those who did not get their increase or retro payment for whatever reason). The CHRS project is on hold for the moment. The Chancellor’s office is doing a reassessment of the project and its resources. They have cancelled all of the open forum meetings until July. We should have more information at that time.

**Associated Students: Nicole McAllister:** AS elections are coming up. The packets are due March 28 at noon and then campaigning starts. They have added 7 new elected positions; a senator from each college, and 10 officer positions. Please send interested students to Nicole or Taylor for questions.

**Academic Senate: Joe Crotts:** The Senate will meet this Thursday at 2:30 in KNDL 207/209. First action item to consider is the proposal to discontinue the option in Outdoor Education under the Bachelor of Arts in Kinesiology. The Outdoor Education program began in 2010 and in fall 2012 admissions was suspended. No new students have been admitted since then. This is a very controversial and emotionally charged issue. The proposal states that due to tremendous amount of resources and a high cost of program they could not sustain the program. Others will say it is a self-supporting program. The proposal is 64 pages. The main issue with the proposal is the level of consultation. The credibility of the actual process has been questioned. Once a program is suspended they try to come up with a plan to revitalize the program and if that is unsuccessful then the program is discontinued. The proposal is attached to the agenda that Laurie sent out yesterday. There will also be an introduction item to discontinue the LVN to BSN option. This is a mostly online and on site program. It is an expensive program and nursing does not work well for online education. There are fewer hospitals in the North State that will offer an internship to nursing students. Students have to go farther away to find an internship. Another introduction item is the proposal for Time, Place, and Manner of Free Expression. In 1986 the Speech and Advocacy policy was passed. This policy governs where and when you can say things depending on your status here to have some control over speech. This policy is controversial and difficult to enforce. The proposal was revised and passed in 2010 but it did not pass legal consideration at the Chancellors office. We have done a major overhaul to the policy and it is now called the Time, Place, and Manner of Free Expression.

**Office of the President: Karla Zimmerlee:** Karla absent, no report.

**Guest Speaker - Health Education Action team (Student Health Services):** The Health Education Action Team’s (HEAT) mission is to be a link between the Student Health Center and the students. They provide programs and information for students to make them more aware of the services that the health center offers. HEAT reaches out to students through tabling events. Two tabling events this semester have been “Cover me, I’m going in” to promote condom use and another to promote flu shots. Tabling is a great and effective way to reach out
to students. The health center offered the flu nasal mist instead of shot for the first time this year. HEAT has reached out to the fraternities and sororities regarding STI information, presentations, and surveys. Through these presentations and surveys they saw an increase in awareness and understanding of STIs. There were flu clinics during the fall and they found that tabling did not work but rather went outside with big posters tried to get people into the clinic for the flu shot right then and there. There are educational information boards in the health center on different topics. They try to change them up each week depending on what is going on around campus. April is STI awareness month so HEAT will be tabling for that each month. There will also be a Wellness Fair in collaboration with the Student Health Advisory Council on April 15. The hours are not set yet. Staff and faculty can get flu shots in the health center for $15. HEAT events are advertised in Student Announcements and on their Facebook page. Nicole McAllister commented that “Cover Me, I’m Going In” was a huge success on campus.

Standing Committee Reports:

Ways & Means: Nathan Methvin-Terry:
- Evening for Two drawing: Approx. $1864 fundraised
- Staff Awards Luncheon planning is rolling along. Block seating opens tomorrow at 10am. The luncheon is Thursday, April 10th at 11:45 am. The guest speaker is from Relay for Life. General Staff Council members sit with everyone and the Ways and Means committee sits on stage. We will need more volunteers to usher people to their seats.

Governance Committee: Becky DeVault:
- In the next few weeks Becky will send out an email with current area list and ask everyone to update their respective list.
- In next couple months please think about if you would like to reapply or talk to other staff members that might be interested in serving on Staff Council. In May we will recruit for new members.

Service Projects – Cindy Kelly:
- Next blood drive is Wednesday, March 12, 10-4pm in BMU Auditorium. You can make an appointment with Melanie. There is a fast track lane for staff/faculty.
- February blood drive was a huge turnout! Bloodsource registered 213 donors, collected 164 whole blood units and 13 automated units for a total of 177 units!
- Staff Academic Award winner will be announced at April meeting.
- Staff & Faculty Art Exhibition: please encourage people to submit. We have only received one form so far. The submission forms are due March 26th.
- Notified that Melanie has been chosen as chairperson of the year for Bloodsource. They will come Thursday to interview her and take a picture.

Other/New Business: The Chico State Relay for Life team pizza night fundraiser and bake sale at Woodstock’s tonight. You must have the flier before you get there. Also, Youth for Change is
doing a Prom Project and are looking for donations of shoes or formal dresses, men’s clothing etc. Melanie will forward the email with detailed information.

Intent to Raise Question: None

Adjournment: 9:48am