Staff Council
Minutes of May 13, 2014
Kendall 207-209, 8:30 am – 10:30 am
(Subject to Council approval)

Attendance: Lynn Abbiati, Tammy Bassi, Michelle Berglund-Smith, JoAnn Bradley, Mary Kay Bringham, Melissa Cheatham, Mario Chandrakumar, Donald Converse, Joe Crotts, Becky DeVault, Dana Francis, Chris Gardner, Annette Heileson, Michelle Holmes, Cindy Kelly, Ronda Kramer, Rena Marino, Margie Mitchell, Laurie Ratterree, Holly Soldavini, Rachelle Sousa, Scott Taylor, Yer Thao, Josh Whittinghill

Absent: Sharyn Abernatha, Rebecca Cagle, Nicole Davis, Taylor Herron, Barbara LaRue, Nicole McAllister, Jackie McMillan, Nathan Methvin-Terry, Melanie O’Connor, Tawnie Peterson, Cari Phipps, Erin Tarabini, Jessica Verardi, Karla Zimmerlee

Meeting Commence: 8:38 am

Call To Order: Michelle Berglund-Smith

Announcements: none

Approval of minutes – April 8th meeting: Correction to April 8 minutes: “The longest standing Dean has only been here 2 months.” It should say 10 months, not 2.

Annette Heileson moved to approve minutes, JoAnn Bradley seconded, minutes approved.

Human Resources: Sharyn Abernatha: absent; no report

Payroll & HRIS: Rebecca Cagle: absent; no report

Associated Students: Taylor Herron: absent; no report. Joe Crotts in place of Taylor mentioned that two students out of all the CSUs are on the Board of Trustees, and are full voting members. Chico State has one student up for consideration to be on Board of Trustees. In addition, Taylor Herron was re-elected as the Associated Student President.

Academic Senate: Joe Crotts: On behalf of the Academic Senate Chair, Michelle Berglund-Smith was presented with a plaque of appreciation for her service on the Academic Senate. The second member of the Senate Nicole McAllister is graduating and going to Washington DC and has received a government and civic engagement fellowship. She will be spending at least one year there working with government and various Senators. Academic Senate met on April 24, May 1, and May 8. They passed, Time, Place, and Manner of Free Expression policy which was formerly called the “Speech & Advocacy” policy. The reorganization of the FPPP passed and should be implemented next fall. Senate also passed the Online Education Policy. The next item that passed was the Intellectual Property Policy which replaces the original policy passed in
1987. Lynn A. asks how this affects copyright laws. It only affects copyright laws as it applies to this campus, unless you publish as a faculty member. Senate also passed a comprehensive Policy on Commencement Exercises. This policy is a guide and lists all the various options for the Colleges such as number of ceremonies, venues, and days. Each year we will have a commencement policy committee that will work out the details of commencement. The Senate also passed several proposals regarding Administrators (Provost down through Deans, not the President): the Executive Management Selection Committee, Executive Management Evaluation and Development, College Dean Selection Committee, and College Dean Development. They also overhauled the Internal Research Grants Committee. The FRAS added the Outstanding Lecturer Award. We also passed a number of policies that updated the FPPP on Evaluating and hiring temporary faculty, personnel files, etc. A revision was made to the FPPP on how to evaluate a faculty member that teaches partially or primarily online. The Senate heard an update from the Senate Ad Hoc Committee on Facilities regarding use of campus facilities. It was recommended that we develop an Administrative Policies Committee. We will gather and organize and keep an ongoing website for policies from our campus. Lynn A. asked if that committee is to help define which offices on campus will have to pay to use campus facilities. Yes, there are four categories of usage and each category has different parameters as to who has to pay. Other policy updates: Self-identify Veteran and/or Disability Status, Employee Attire for Trades, Shops, etc., Proposed Bulletin Board Guidelines. Senate elections took place and Paula Selvester was reelected as Chair, Jennifer Meadows was reelected as Vice Chair, and Joe Crotts was also reelected as Secretary. The EPPC Chair Betsy Boyd was reelected, and a new chair for the FASP was elected, Timothy Sistrunk. Statewide Senators are Kathy Kaiser and Ann Schulte. Michelle noted that we have staff council representative positions on both the EPPC and FASP committees. It is very important that we have a representative on those committees representing staff. When you sign up for committees please keep that in mind.

**Office of the President: Karla Zimmerlee:** absent; no report

**Guest Speaker: Seema Sehrawat; Interim Director of Interdisciplinary Center on Aging (ICOA):** (See PowerPoint) What words come to mind when you think about aging: parents, caregiving, me, old. We don’t have a vision for aging in the US. People used to only live into their 70’s and 80’s but now with longer life expectancy we haven’t restructured society to know what to do in the last 38 years of our life. ICOA takes these issues to students to help them think about it in a different way and bring awareness. In between 1950-2000 there was a 188% increased for 65+ population. In Chico 1 out of 20 older adults live in residential care facility and 19 of 20 live at home. Older adults would rather live in their home, age there, and die there. There is a huge myth that older adults want to move to residential care facilities more than living in their own home. Every day in the US 10,000 people turn 65. 20% of Butte County’s population is older than 65. Butte County is called the “hot bed for aging” because our population is rapidly aging. We are already struggling with lack of resources, so how are we going to manage this? The goal of ICOA is to train up an aging-knowledgeable workforce. (Video) ICOA provides workshops and classroom presentations on campus and has interns and volunteers who go into different departments to teach and learn about careers in aging. We had over 100 students come to our
Careers in Aging Fair last month. There is a Gerontology minor/certificate program offered on campus. May is Older American’s Month. There is a campaign going on right now “Have a senior moment on purpose”. Seema handed out the postcard for that campaign. Another great resource in our community is Passages which is part of the University. If you have any caregiving or resource issues, they will connect individuals to resources.

Standing Committee Reports:

**Ways & Means: Nathan Methvin-Terry:** absent, no report

**Governance Committee: Becky DeVault:**

- Request to serve form went out to areas that have vacancies. Most areas are filled but we still have several areas that need representation. Give the form to anyone you think might be interested. Areas that still need to be filled for 3 year terms are as follows: 7th and 8th Street warehouses, Facilities Management Custodial, Langdon, Siskiyou, Sierra Hall, Sierra Hall Annex, Sapp Hall, BMU, and Housing. If they’re not filled they will open to the members at large with one year commitment.
- Nominations for Executive Committee 2014-2015- nominations went out to everyone on STAC. Forms are available to nominate. See executive committee descriptions of job duties. At the June meeting we will vote for executive committee and new members will be seated.
- Area list updates - the area lists are important to update because if your area grows you may qualify for another staff representative in that area.

**Service Projects – Cindy Kelly:**

- Staff Academic Award Update (Spring 2014): Carmelo was the spring winner and has received his check. There is a need to update the Staff Academic qualification criteria on the scoring systems. The system is too vague and needs updating and needs to be clearer as to what the council is looking for and what to include in the application packet. Cindy suggests to wait and advertise the award in August instead of now and use the summer to review and edit the review criteria. Rachelle was on this committee a couple years ago and will send Cindy her suggestions. Laurie adds that there are the same problems with the Staff Employee of the Year award criteria being vague and unclear.

- Staff & Faculty Art Exhibition went fabulously and we got lots of compliments. 73 submissions, 19 auction pieces. The auction pieces earned $510. Several people mention the timing and location of the event. The diversity art exhibit and a few others happen close in time to the staff art show. Timing and facility are concerns in which Michelle Holmes suggested we look for a new location. Dana suggested the BMU or SSC, where there is a lot more action and foot traffic. Scott from FMS said the VP office is looking into putting up some permanent
hanging fixtures. They do not like the damage done to the walls from the various art shows. Michelle H. thinks it’s too busy of a time of year for this event. Administration used to pop in and check things out, but not anymore. Michelle B. agrees that we need to change the date of the reception. Dana notes that the Diversity Art show was right before ours and some people didn’t submit to STAC show because they submitted to other shows. Lynn asked if we can use another more professional art gallery or location such as Trinity Hall or Janet Turner. Maybe somewhere off campus to get the community more involved. Holly commented that we have tried to get community involved more and they don’t show up. Michelle H. added that once the year starts the Needy Children’s program takes up a lot of time so now is the time during summer to start planning and changing the plans for the art show.

- We got many emails regarding the Staff Awards Luncheon about how it was awesome, and one person said this year was the best. It is our responsibility to raise our morale and this was a great way to start. The video was wonderful and brought us all together.

**Other/New Business:** Guests from Academic Technologies – not coming

Suggestions for the Commencement PowerPoint that was emailed out: some are concerned about the importance of keeping undergraduate ceremony separate from the graduate ceremony. If people have concerns they need to make sure to voice their opinions to the Karla Zimmerlee.

The Climate Survey went out to campus. Everyone needs to participate in this survey. They are trying to compile information as to why morale is so low on campus. The results will be compiled by the EPPC, FASP and Senate Chair. This survey is being done through Institutional Research and is completely anonymous.

See’s candy – there is still have candy available and Holly is still collecting money.

Chico State Relay for Life is June 7 & 8 at PV High School. People are needed to sign up for walking shifts, sit at the booth, and sell raffle tickets.

The Bike and Board Safety Committee is working on an action plan to be finished by this summer and put it into to place next semester. The Chief of Police has met with the committee and have started their own plan. Right now they are mostly giving warnings. It is a $158 fine for riding bike or skateboard on campus core.

**Intent to Raise Question:** none

**Adjournment:** 10:08am
Minutes respectfully submitted by:
Nicole Davis