Staff Council
Minutes of October 14, 2014
Kendall 207-209, 8:30 am – 10:30 am

Approved: 11/18/14

Attendance: Sharyn Abernatha, Michelle Berglund-Smith, JoAnn Bradley, Mary Kay Bringham, Rebecca Cagle, Mario Chandrakumar, Don Converse, Joe Crotts, Nicole Davis, Becky DeVault, Dana Francis, Annette Heileson, Taylor Herren, Michelle Holmes, Mark Kauffman, Cindy Kelly, Heather Kilcoyne, Barbara LaRue, Rena Marino, Jackie McMillan, Margie Mitchell, Michael Pratt, Laurie Ratterree, Jen Ross, Holly Soldavini, Rachelle Sousa, Erin Tarabini, Scott Taylor, Jessica Verardi, Catlin Wulferdingen, Alyson Wylie

Absent: Jim Aird, Chris Gardner, Shondra Kaufman, Ronda Kramer, Kara Maas, Cari Phipps, Joel Ramirez, Carol Rudolph, Karla Zimmerman

Meeting Commence: 8:38am

Call To Order: Annette Heileson

Announcements: none

Human Resources - Sharyn Abernatha: We currently have 39 positions posted. ASAs should look at applying for the ASC positions. The University Professional Development Committee is made up of representatives under each Vice President and they conducted a survey last year on what kind of training employees are interested in. Based on those results the first series will start at the end of this month and be called Making Stress Work For You: Understanding the Sociology of Stress. The second one will be Life Talks in Action: Using Value Sorts and Conversation Starters to Create Connections & Balance in One’s Life. The third one will be on Elder Care: Practical Tips and Resources for Caregivers. The fourth one will be on Balancing Work and Family. And the fifth one will be on Successful Single Parenting. All of these trainings will be presented during the lunch hour 12-1pm to make it easier for people to attend.

Payroll & HRIS - Rebecca Cagle: Aug. and Sept. we have been holding trainings around the student employment hiring process. That information will be incorporated into the ongoing monthly student employment training classes. November 1 deadline for departments that have student employees that need to be live scanned. Dec. 1 is the deadline to have all the positions up in JobCat posted. We have a new website with the step by step process on hiring new student employees. HRIS will be working one-on-one with departments to understand how many student supervisors we have and moving individuals into positions so that we can start tracking student supervisors in PeopleSoft. We will be working on this through next June. We will also begin to notify campus to review their personal data in HR self-service. Make sure address is correct because that is where your W-2 will be sent. Also have everyone look at their emergency contact info which is very important in case an employee gets injured on the job. There will be a HR liaisons meeting on Thursday, Oct. 30 from 9:30-10:30am in Colusa 100A.
Associated Students - Taylor Herron: The grand opening of the new Wildcat Leadership Center (Government Affairs office and Student Life and Leadership) is this Friday, Oct. 17 from 3-5pm on the 2nd floor of the BMU. Please stop by if you have a chance, there will be food. The Multicultural Affairs Council is Nov. 6th in the BMU Auditorium. Great opportunity to showcase diversity and it is comprised of student groups and multicultural organizations. Chico preview day this Saturday, Oct. 18.

Academic Senate - Joe Crotts: Senate has had two regular meetings this semester. There was a Title IX update at the Sept. 18 meeting. The new Title IX coordinator Dylan Saake noted that campuses will be required to implement education around “affirmative consent” (affirmative, conscious, and voluntary agreement to engage in sexual activity by all parties involved). Yes Means Yes, procedures for reporting Title IX violations, training in recognizing Title IX violations, and training for students regarding campus resources were also discussed. We also had a University budget overview given by the budget officer. There will be a University Budget Committee meeting this Friday at 8:30am in Kendall 207/209. President Zingg reported on the search for a Provost. The pros and cons or hiring an interim Provost were discussed and it was decided to hire an interim for the remainder of this year and most of next year while we conduct a search next fall 2015. Bill Loker spoke on the Academic Plan Action Theme Groups of which there are 7: Support and Prepare Students for Lifelong Success, Excellence in Teaching and Learning, Community – Build Connections, Relationships and Collaboration, Faculty Renewal, Staff Renewal, Business/Administrative Processes, and Beyond Categorization or Thinking Outside of the Box. On Sept. 25 we had a special Senate meeting to discuss The Resolution: Request for Review and Assistance in Strengthening Campus Co-Governance, Communication, and Morale. In the process of considering this we changed the name co-governance to shared-governance. The resolution passed 32-2 by a secret ballot vote. The Academic Senate will meet this Thursday, Oct. 16 at 2:30pm. There is one introduction item which is procedures for discontinuing academic programs.

Office of the President - Karla Zimmerlee: absent, no report

Guest Speaker - CalFresh (Alyson Wylie and team from CHC): (PowerPoint presentation) The Center for Nutrition & Activity Promotion has 20 programs, a training resource center, food insecurity programs, direct services, over 120 interns annually, 50 paid staff, 3.5 million annual budget. They serve 100,00 service area residents, 21 school district partners, and 40 county and community organizations in 17 counties. Changed name to Center for Healthy Communities (CHC). Programs offered are Connecting Agriculture to Schools and Homes (CASH), Senior Nutrition, Multiple County Contracts, CalFresh Outreach, North Coast & Cascades Training and Resource Center (TRC), and Physical Activity Promotion. Other projects include the afterschool gardening project, staff development and training, CNAP led PA, fast food nation, revitalizing the community garden, and kid’s farmer’s market. Megan Mitchell is a Community Nutrition Assistant at the Center. CalFresh is the Supplemental Nutrition Assistance Program (SNAP) formerly known as Food Stamps. It allows eligible households to obtain a more nutritious diet, get access to healthy foods, and improve their health all while stimulating the economy.
Participants can purchase produce, whole grains, lean proteins, as well as seeds and plants that produce foods. CA ranks last among states for SNAP/CalFresh participation which means over 18 million lost from people not participating in the program. Once you submit an application you will be called for a phone interview and if eligible will be granted benefits within 30 days. This is a great program for students to help with monthly expenses so all staff should refer students that you think could benefit from CalFresh. Eligibility is based on sized of household, income, etc. The outreach team is there to help with the application process, gather documents, connect with hard to reach populations, and table at community events. Students, older adults, immigrants, homeless, felony, children, and immigrant children can all receive CalFresh. Illegal immigrants, drug felons, and SSI recipients cannot receive CalFresh. For more information contact Alyson Wylie.

**Standing Committee Reports:**

**Governance Committee - Becky DeVault:**
- Call for nominations – search for Deans in the College of Behavioral and Social Sciences and College of Engineering, Computer Science and Construction Management. An email has been sent out to all staff in those colleges. One staff member needed on each search committee. If you are interested please complete the form and return by the deadline of Friday, October 17 at 5pm.
- Reminder to send updated area lists.

**Service Projects – Erin Tarabini**
- For the September, two day blood drive, we registered 157 donors and collected 124 whole blood pints and 4 platelets on Monday, and 193 donors and collected 149 whole blood pints and 6 platelets on Tuesday. A fantastic turnout!
- Staff Academic Award update – the announcement will go out at the end of the month. Staff will have 30 days to apply and the recipient will be awarded in December.
- UNCP update and raffle ticket distribution – slow to get donations this year but they are coming in. We are working on flyer, please send it out to your area and staff for ticket sales. Let people know that you can come to them to purchase tickets.

**Ways and Means – Rachelle Sousa**
- Fundraising update – The University Farm did not grow any poinsettias this year so no fundraiser. We are working on other fundraisers ideas for the year.

**Executive Committee business/New Staff Council business**

**Becky DeVault: Staff Council Chico State Athletics**
- Volleyball night vs. Cal Poly Pomona – Saturday, October 18, 7 p.m. @ Acker Gymnasium. Come out and show your Wildcat spirit! Up to four free tickets will be available for staff and faculty members, on a first come first serve basis. A great big thank you to our amazing athletics department!
**Don Converse:** Update on campus Bike & Board Safety Project – We have decided to promote the positive side by giving a piece of candy to people that we see walking their bike or board on campus. Don is working with the AS Community Affairs Committee and they have volunteered to design the cards that will be attached to the candy we pass out. They also volunteered to design and put out the a-frame boards around campus. If would be great if a few staff council members can pass out some candy to test this project. Police are giving more tickets out due to our work with this project. It is suggested that the AS Community Affairs Committee come to the next Staff Council meeting to talk to us about their work with this project.

**Dana Francis:** Koffee & Kudos – Presidents office hosting the Halloween Koffee & Kudos, Friday October 31st in the Warren Center. There are no other dates scheduled for this semester.

**Melanie O’Connor:**
- Refreshment coffer collection - $10/person. Please place donation the folder that is passed around.
- Halloween department/office costume contest hosted by Staff Council – email photo to Melanie and she will post on Facebook. Whoever gets the most likes will win the contest. Check announcements for guidelines.
- See’s candy peanut brittle bars that are marked down to $1 if anyone wants.
- Error on ticket packets – date at the bottom Due November 14th please correct on your packet. All money from this fundraiser is used to purchase gift cards for each family in the UNCP.
- Greek Week Blood Drive 10-7 today in BMU Auditorium
- Relay for Life kickoff meeting tomorrow at noon in Tehama 111

**Intent to Raise Question:** none

**Adjournment:** 9:50am