Staff Council
Minutes of April 10, 2018
Kendall 207/209, 8:30 am – 10:30 am
(Subject to Council approval)

Attendance: James Aird, Brooke Banks, Rebecca Belser, Angela Bledsoe, Mary Bowman, Katherine Bruce, Rebecca Cagle, Alison Christensen, Shawn Christopherson (proxy for Laurie Hansen), Laura Cox, Nicole Davis, Holly Ferguson, Barbara Johnson, Heather Kilcoyne, Elaine Kramer, Jeff Livingston, Kara Maas, Mike Mandry, Rena Marino, Lynn Maurer, Jackie McMillan, Margie Mitchell, Curtis Pahlka, Claire Pelley, Tawnie Peterson, Jene Rabo, Jen Ross, Katie Salcido, Sandra Scholten, Linda Schurr, Erin Tarabini, Amanda Taylor, Scott Taylor

Absent: Tami Adams, Anel Anderson, Erin Forberg, Laurie Hansen, Alisha Sharma, Katie Sibley, Rachelle Sousa, Sheryl Woodward

Meeting Commence: 8:30 a.m.

I. Staff Council Chair – James Aird
   a. Call to order
   b. Announcements
      i. Wildcat statue unveiling Thursday 4/19 at noon.
      ii. Alumni BBQ 4/26 from 5:30-8 at the University Farm.
      iii. The Office of the Provost is hosting Koffee & Kudos today from 9-10:30am in Trinity 100. Welcoming Daniel Grassian as the Vice Provost for Academic Programs.
      iv. At this point students can view their financial aid but cannot accept it quite yet. This does not interfere with registration.
      v. EC met with Vice Chancellor and it was a great conversation about the Chico Experience and HR processes. More trustees coming to campus in the future.
      vi. Spring Musical is Avenue Q May 2-6 in Laxson.
   c. Action item - Approval of meeting minutes from March 2018: approved

II. Guest Speaker: Cindy McKay, International Friendship Program (IFP)
   a. This program will pair international students with faculty and staff to help them learn more about American culture, improve their English language skills, and ease their transitions into university life and living in the U.S. The program will be launching in the fall. Apply now until the start of the fall semester. Orientation will be held the week before classes start.

III. Human Resources Services – Sheryl Woodward
   a. Absent; no report
IV. Payroll and HRIS – Rebecca Cagle
   a. Salary increases – CSUEU and APC general salary increases have been processed as well as the recognition bonuses.
   b. CSUEU vacation maximums are changing and HRIS is working to get documents updated by the end of the week.
   c. SETC general salary increases are being processed at the State Controller’s Office. Retroactive increases and checks by end of next week. Will see base salary increase in the April paycheck.
   d. Scott Taylor comments that SETC has affiliated with Teamsters.

V. Associated Students – Alisha Sharma, President of the Associated Students
   a. Absent; no report

VI. Academic Senate – Jeff Livingston, Vice Chair
   a. Senate met last Thursday 4/5 and had a discussion on the student fee increases and an update on WASC accreditation.
   b. Passed as an action item – revision to the Academic Integrity Policy regarding use of electronic devices during examinations.
   c. Established an Academic Integrity Committee

VII. Office of the President – Brooke Banks
   a. Student fee proposal vote will take place on 4/25 & 26. Start at 8am on 4/25 to 8pm 4/26. Increasing communication to get students out to vote.
   b. Commencement preparation.
   c. Active shooter video was released and drill will take place on April 20. This will be isolated to a specific portion of campus and communication will go out so it is not a surprise. This is for staff, faculty and students to participate in.

VIII. Shared Governance Committees
   a. Enrollment Management – writing a new international student plan.
   b. Ad Hoc Committee of Academic Senate to revise the Senate Constitution. Adding 3 more staff seats on the Academic Senate to make sure staff have a larger voice. These are voting seats. Leaving it up to Staff Council to fill those staff seats.
   c. Title IX Committee – All students received an email inviting them to take the Chico Speaks survey. Please encourage all graduate and undergraduate students to take this survey. We will be able to compare to other universities that have conducted this survey.

IX. Standing Committee Reports
   a. Ways & Means – Tawnie Peterson, Chair & Margie Mitchell, Co-Chair
      i. Staff Awards Luncheon RSVP process – area coordinators can send RSVPs for their department(s) to Mary or they can have the staff enroll themselves via the DTS system. Info will go out to area coordinators no
later than 4/11. Each RSVP will receive a wristband that must be worn in order to get into Laxson and to get your lunch. Wristbands will be sent out via campus mail. Seating in Laxson will be organized by years of service honorees to make it easier to get everyone up on stage.

ii. Luncheon video: times and locations – Friday 4/13 10:15 Sutter Hall stairs, 11:45 Ayres near the statues, 12:30 bridge near Selvester’s, 1:15 Art building. Friday 4/20 filming “scenes”.

iii. Dinner for Two raffle drawing (end of meeting).

b. Staff Recognition – Erin Tarabini
   i. Staff Excellence Awards update – last week the nominees were notified and were given flowers or balloon and took photos. Will send out a campus wide announcement with all the nominee names and get it on the website and in Chico Statements.
   ii. Spring Staff Academic Award update – application period closed 4/2 and the committee is currently reviewing those applications. Should have a winner selected by the end of the week. They recipient will be invited to the May meeting to receive their award.

c. Service Projects – Scott Taylor
   i. UNCP name change – gathering suggestions/comments and EC will narrow it down to a few options to vote on at the May general meeting.

d. Governance – Barbara Johnson
   i. Action Item: approval of bylaw addition regarding area representative expectations – approved.

X. Executive Committee business/new Staff Council business/office reports
   a. Staff Council office coverage – requesting to extend Mary’s position through the month of June at half time. This would enable Mary to wrap up end of the year activities/business.

XI. Intent to raise question:

XII. Adjournment: 9:15 a.m.