Staff Council
Minutes of January 10, 2017
Kendall 207/209, 8:30 am – 10:30 am
Approved – 2-14-17

Attendance: James Aird, Brooke Banks, Sandra Barton, Rebecca Belser, Mario Chandrakumar, Alison Christensen, Laura Cox, Katrina Cunningham, Nicole Davis, Holly Ferguson, Dana Francis, Laurie Hansen, Annette Heileson, Jerry Hight, Barbara Johnson, Kara Maas, Mike Mandry, Rena Marino, Margie Mitchell, Melanie O’Connor, Tawnie Peterson, Cari Phipps, Michael Pratt, Jen Ross, Rachelle Sousa, Erin Tarabini

Absent: Matthew Bently, Rebecca Cagle, Joe Crotts, Tamara Fleet, Erin Forberg, Cindy Kelly, Lynn Maurer, Jackie McMillan, Curtis Pahlka, Scott Taylor, Sheryl Woodward

Meeting Commence: 8:30 a.m.

I. Staff Council Chair – Annette Heileson
   a. Call to order
   b. Announcements
      i. Relay for Life bake sale at the staff & faculty basketball game on Friday, January 13. Athletics has provided up to 4 passes for both men’s and women’s games on Friday. Contact Becky DeVault for tickets.
      ii. Brooke Banks has been appointed as the Chief of Staff.
   c. Action item - Approval of meeting minutes from December 2016: Editorial correction – David Rowe. Add the information about Staff Council funding to the minutes.
   d. Chair’s prerogative: Reading of letter from President Hutchinson regarding Staff Council funding.

II. Guest Speaker: none

III. Human Resources Services – Alison Christensen reporting on behalf of Sheryl Woodward:
   a. Cheryl is busy with a pilot training program called Principles of Supervision.
   b. Teresa Palacios left campus and her position has been filled by Lori Adrian from Political Science. Mary Brytsen retired the end of December and her position has been filled by former student Jessica Plascencia.

IV. Payroll or HRIS – Alison Christensen reporting on behalf of Rebecca Cagle:
   a. Rebecca is in Long Beach at the HR standardization meetings.
   b. CA increased minimum wage effective January 1 so in order to align with that the student employment office has also increased their wages for student classifications 1, 2, 3 and 4. HRIS has not updated PeopleSoft yet, that will happen on Friday. Any student that is currently making less that the new minimum wage will automatically be moved up.
c. General salary increase for unit 11 which cover TA, GA and ISA classification are retroactive to July 1, 2016. TA and GA are getting a 3 percent increase to their base salary and the minimums and maximums for their salary range are going up. ISA are getting a $.25 per hour increase effective July 1, 2016 and also their minimum wage is going up to $12.50. This mass change will be happening in the state system on January 17 so we expect the retroactive pay to issue before the end of February. HR is hoping that People Soft will be updated before the beginning of February.

d. Next HR Liaison Meeting is tomorrow, January 11, 9:00 a.m. in HOLT 170. Biggest thing to discuss is the changes to the time and labor process and how to streamline.

e. January 25 is the updated Time & Labor Training.

V. Associated Students – Michael Pratt, President:
   a. Textbook scholarships received 100 applicants. Had enough for 150 scholarships so they will give those 100 students additional money to help with textbooks. Majority of those students are student veteran, EOP, AB540 and foster youth.
   b. Working on restructures to both community affairs and our legislative affairs. Potentially increasing our federal advocacy budget by about 4,000 percent.
   c. Putting in more effort for the tuition increase advocacy efforts in Sacramento. Chico, Humboldt and Sacramento State will be the principle organizations that will be lobbying in Sacramento for no new tuition increases.

VI. Academic Senate – Joe Crotts:
   a. Senate met on December 14, 2016.
   b. The meeting focused on concerns over the creation of a new position, Dean of Students, and the process by which an appointment was made to the position.

VII. Office of the President – Brooke Banks
   a. Deborah Larsen will start on March 1 as the new Provost and will be here for the inauguration on March 3. Inauguration invitations will be going out soon.
   b. The search for Vice President for Business & Finance is still underway. Tentative dates to bring candidates to campus are February 2, 3, 6, 7, 8, and 9.
   c. Working on summarizing President Hutchinson’s listening tour notes to identify trends and provide reports to the campus.

VIII. Standing Committee Reports
   a. Ways & Means – Rachelle Sousa
      i. Watch video on the Hungry Wildcat Food Pantry. Rachelle will email the video to all staff council members.
      ii. Evening for Two drawing information: with Staff Council now being fully funded we no longer need to fundraise for the luncheon. We will continue the Evening for Two fundraiser and donate all proceeds to the Hungry Wildcat Food Pantry. Raffle tickets will be passed out the
February meeting and the raffle will take place at the April meeting. The committees are currently working on getting donations.

b. Staff Recognition – Erin Tarabini
   i. Nothing to report

c. Service Projects – Cindy Kelly
   i. Absent; no report

d. Governance – Cari Phipps
   i. Action Item: Mission & Vision Statements – Wording change “sense of cohesiveness” changed to “sense of community”. Changed subtitles to be consistent with wording. No periods. The document will be sent out again for everyone to review and provide feedback/comments.

IX. Executive Committee business/new Staff Council business/office reports
   a. Nothing to report

X. “Getting to Know You” – Cari Phipps, Jerry Hight, Nicole Davis, Sandra Barton, Barbara Johnson, Scott Claverie and Katrina Cunningham.

XI. Intent to raise question: none

XII. Adjournment: 9:36 a.m.