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

**Attendance:** Jim Aird, Tami Adams, Anel Anderson, Brooke Banks, Rebecca Belser, Angela Bledsoe, Mary Bowman, Katherine Bruce, Alison Christensen, Shawn Christopherson (proxy for Laurie Hansen), Laura Cox, Nicole Davis, Erin Forberg, Barbara Johnson, Heather Kilcoyne, Elaine Kramer, Jeff Livingston, Kara Maas, Mike Mandry, Rena Marino, Lynn Maurer, Jackie McMillan, Margie Mitchell, Curtis Pahlka, Tawnie Peterson, Jene Rabo, Jen Ross, Linda Schurr, Alisha Sharma, Katie Sibley, Rachelle Sousa, Erin Tarabini, Amanda Taylor, Scott Taylor, Sheryl Woodward

**Absent:** Rebecca Cagle, Holly Ferguson, Laurie Hansen

**Meeting Commence:** 8:33 a.m.

I. **Staff Council Chair** – James Aird  
   a. Call to order  
   b. Announcements  
      i. Staff participation in commencement – please let Jim know ASAP if you would like to participate in one of the ceremonies in his place.  
      ii. Update area lists and consider an officer position for the upcoming year.  
   c. *Action item* - Approval of meeting minutes from April 2018: approved

II. **Presentation of Sponsorship Award:** PATH Student Organization

III. **Presentation of Spring Staff Academic Award:** Robin Yant, College of Communication and Education

IV. **Human Resources Services** – Sheryl Woodward  
   a. Chancellor’s office is implementing the Common Human Resource System (CHRS) and also implementing a system wide program called Page Up, which will eliminate People Admin that we use for recruitments. We have elected to not be a part of wave one. Hoping to be a part of wave three, with a changeover in about two years if all goes well.  
   b. Looking at putting together a working group to look at the recruitment process on campus. Sheryl will reach out to Staff Council Chair regarding staff participation in this group.  
   c. Professional Development day on Friday, June 1 in the BMU. Bev Gentry is putting together a save the date. Please help encourage people in your areas to attend.  
   d. Sheryl is now in Kendall 109. Staff HR remains upstairs.  
   e. This is the last week to complete the Campus Climate survey.
V. Payroll and HRIS – Alison Christensen reporting on behalf of Rebecca Cagle  
   a. HR Liaison meeting on Monday, 5/14, 3-4pm in Holt 170.  
   b. Jessica Gutierrez will be out of the office beginning Thursday 5/10 through the summer. Retired annuitant Janice Bates filling in for Jessica.

VI. Associated Students – Alisha Sharma, President of the Associated Students  
   a. April 19 AS elections – 17 new officers and senators elected.  
   b. Proposed fee adjustment advisory referendum - highest voter turnout for a special election. Following President Hutchinson’s decision there has been a lot of feedback from students so we will continue this conversation into the next year.  
   c. AS events - International Festival, league of women voters, office of civic engagement, wildcat statue unveiling.  
   d. AS career staff recruitment and retention – have held focus groups with staff members over the course of the year. Complied report to AS Board of Directors and HR and are continuing conversation on what we can do from that report starting with things that have minimal to no cost associated with it.

VII. Academic Senate – Jeff Livingston, Vice Chair  
   a. Multicultural & Gender Studies has been reclassified from a program to a department.  
   b. Department name change from Health and Community Services to Public Health and Health Services Administration.  
   c. Approved new EM on Policies, Procedures & Guidelines.  
   d. Working on revising the FPPP.  
   e. Revising the policy on Executive Management Evaluation and Development.

VIII. Office of the President – Brooke Banks  
   a. Governor’s May revise should be coming out soon. Special UBC meeting has been added and will take place on Monday at 1pm.  
   b. Proposed fee adjustment – President sent out her decision last week and has been receiving feedback. A protest took place in Kendall Hall yesterday.  
   c. Preparation for graduation including a communication campaign “Graduate then Celebrate.” Recruited student ambassadors to help with behavior at the event. About 300 students will participate. Shortened ceremonies by adding an extra one and one less speaker at each ceremony. In addition, we hired professional name readers to help make it go quicker. The morning ceremony will also start earlier.

IX. University Shared Governance Committee Reports  
   a. Title IX - Chico Speaks Survey has closed and we should be getting data in June. Own data for campus and will be able to compare to campuses across the country that have also conducted this survey.
b. EMEDC – two successful searches this year for VP for Student Affairs Milton Lang and VP for Academic Programs Daniel Grassian. Ongoing conversation regarding chair succession and term limits.

c. Discussion on staff representation on Enrollment Management.

X. Standing Committee Reports

a. Ways & Means – Tawnie Peterson, Chair & Margie Mitchell, Co-Chair
   i. Sign-up sheet for luncheon help passed around.
   ii. Luncheon update: Laxson doors will open at 10am, need to wear wristbands to get in. Video at 10:30 and should be done between 11:30-12. From Laxson go out to Kendall Hall lawn where lunch will be set up. Tent available for special accommodations. If it rains we will move into the BMU. Can stay until 2pm or go back to your office earlier. Still looking for door prizes from colleges to donate. Wristbands will be sent out via campus mail to departments. Faculty can attend on a case-by-case basis. Must be present to win door prizes during the awards ceremony. Must sign up in the DTS to be entered for door prizes.

b. Staff Recognition – Erin Tarabini
   i. Staff Excellence awards nominations were personally delivered and also sent out via email to announce. Please stop by to congratulate the nominees. There were 15 nominations for EOTY and a confidential committee was chosen to review the applications and select the winner. Staff Recognition committee met to review Wildcat Spirit and Customer Service Awards.

c. Service Projects – Scott Taylor
   i. Action item: UNCP name change vote – Chico State Joy of Giving Program

d. Governance – Barbara Johnson
   i. Term expirations & requests to serve – officer nomination forms due by end of May and we will be voting at the June meeting. Member vacancies will be filled as they come in on a first come first serve basis.

XI. Executive Committee business/new Staff Council business/office reports

a. Mary Bowman has been approved to work through June in the Staff Council office at half time.

XII. Intent to raise question: none

XIII. Adjournment: 9:40 a.m.