Attendance: Tami Adams, James Aird, Brooke Banks, Rebecca Belser, Angela Bledsoe, Mary Bowman, Karla Camacho, Rebecca Cagle, Alison Christensen, Laura Cox, Joe Crotts, Nicole Davis, Holly Ferguson, Erin Forberg, Dylan Gray, Laurie Hansen, Heather Kilcoyne, Elaine Kramer, Kara Maas, Mike Mandry, Rena Marino, Jackie McMillan, Margie Mitchell, Melanie O’Connor, Curtis Pahlka, Claire Pelley, Tawnie Peterson, Jene Rabo, Jen Ross, Katie Salcido, Sandra Scholten, Linda Schurr, Rachelle Sousa, Erin Tarabini, Amanda Taylor, Scott Taylor

Absent: Katrina Cunningham, Barbara Johnson, Cindy Kelly, Katherine Tilman, Sheryl Woodward

Meeting Commence: 8:48 a.m.

I. Staff Council Chair – James Aird
   a. Call to order
   b. Action item - Approval of meeting minutes from October 2017: approved

II. Human Resources Services – Sheryl Woodward: Rebecca Cagle reporting
   a. New and improved IRP Request form was developed. The new form can be used by all represented staff (form is not specific to each Collective Bargaining Agreement.) The new form is one page and questions pertaining to the IRP request have been removed. Only need to include a written explanation of the reason for an IRP request. The new form is posted to the website
   https://www.csuchico.edu/hr/_docs/pdf_forms/CLCO-IRP-AllUnits.pdf and you can find the IRP process posted on the website
   https://www.csuchico.edu/hr/_docs/CLCO-IRP-Instructions.pdf

III. Payroll and HRIS – Rebecca Cagle:
   a. Common Human Resources System project – HRIS website has a page dedicated to this project. Each campus is consolidating databases into a single, centrally managed system. We are still several years out from implementation. Two campus leads for this project are Rebecca Cagle and Yvonne Bealer.
   http://www.csuchico.edu/hr/hris/CHRS.shtml
   b. General salary increases for CSUEU – waiting for tech letter from Chancellor’s office.
   c. HR liaisons meeting tomorrow, November 15 in Holt 170 from 3-4pm. We will discuss summer timelines, student employee salary increases and more.

IV. Associated Students – Dylan Gray, President & Karla Camacho, Director of University Affairs
a. Cal State Contact Congress recap – DREAM act.

b. Halloween Event recap

c. Tuition increase discussion – Multiple student demonstrations have taken place on campus. We will be hosting a forum in February including students and administration. Any staff council members that would like to be included in this forum are encouraged to contact Dylan. This will provide a space and time where students can ask questions to increase transparency around the tuition increases.

d. Attended Town & Gown quarterly meeting which was very productive. Discussed campus safety and student representation on Town & Gown.

V. Academic Senate – Joe Crotts:

a. Academic Senate met on October 26.

b. Presentation were given on Public Affairs New Visual Identity Guide, Student Judicial Affairs name change to Student Conduct, Rights & Responsibilities and on Blackboard Predict.

c. The following items were approved by the Academic Senate: Resolution on EO’s 1100 (Revised) and 1110.

d. Proposed New Certificate in Data Science passed as an action item.

e. Proposed Minor Revisions to FPPP passed as an action item.

f. Proposed New Certificate in Entrepreneurship passed as an introduction item.

g. Academic Senate will meet on November 16. The agenda will include the Proposed Discontinuation of the MA in Geography as an action item.

VI. Office of the President – Brooke Banks

a. Tray Robinson is planning a winter holiday baked goods event for the Hungry Wildcat Food Pantry. This will take place on December 7 from 3-5pm. Please contact Tray by November 27 if you would like to contribute.

b. Recruiting for Tribal Relations Director. Candidates will be on campus this week.

c. Faculty Trustee visiting tomorrow. Will visit with students, Center for Healthy Communities, nursing skills lab. President Hutchinson has hosted 4 Trustees already. Brooke will inquire about an open forum.

d. WASC committee institutional report due next fall, working on draft now.

e. After 32 years on campus Donna Gauthier is retiring at the end of this year.

f. Planning an Open House in Kendall Hall sometime in December.

g. Leadership is discussing campus safety and will be meeting with the city on Friday. We have been talking to other campus presidents about what they are doing to improve campus safety and President Hutchinson came back with some good ideas. Discussion on bringing in UPD from other campuses to help increase security in the surrounding neighborhoods.

VII. University Shared Governance Committee Reports:
a. EMEDC Report, James Aird – Exec search team. Milton Lang has been selected as the Vice President for Student Affairs. The Vice President for Academic Programs is a new position and will begin January.
b. EMACS Report, James Aird – Enrollment Management focused on international student recruiting and retentions service plan.
c. EPPC, James Aird – works on new documents that are going to Academic Senate for consideration.

VIII. Standing Committee Reports
   a. Ways & Means – Tawnie Peterson, Chair & Margie Mitchell, Co-Chair
      i. Sponsorship application period is open and will go until November 30 at 5pm. Tawnie is working on an email to the student groups.

b. Staff Recognition – Erin Tarabini
   i. Fall Staff Academic Award application period open until noon on December 11. $500 award. Turn in to Staff Council office. Committee to review applications before end of year.

c. Service Projects – Cindy Kelly
   i. Staff & Faculty Art Exhibition recap – Congratulations to the People’s Choice Award recipient Alison Christensen.
   ii. UNCP update – application for families are due today. Families will be assigned Friday, November 17. Open House at Farm December 6 from 5-6pm. Turn in raffle tickets this Friday. Drawing will be at the December meeting. UNCP volunteer sign-ups will go out soon.

d. Governance – Barbara Johnson
   i. Absent; no report

IX. Executive Committee business/new Staff Council business/office reports
   a. Working on the EOTY reception.
   b. Chico State Giving Day – Melanie has set up the UNCP program and the sponsorship award for Giving Day. This takes place on November 28 and people are encouraged to donate to programs all across campus.
   c. Staff Council office closed Thanksgiving week.
   d. Working with Tray Robinson to use Dear World funds for a gallery and reception with the photos.
   e. Veteran’s Run raised enough money to award 4-$4000 scholarships to veteran students.

X. “Getting to Know You”: Elaine Kramer, Heather Kilcoyne, Kara Maas, Jene Rabo

XI. Intent to raise question: none
XII. **Adjournment:** 10:04 a.m.