

Staff Council General Meeting

UC Bay View 320

July 25, 2024

2:00 - 3:30 pm

Present: Mary Mahan, Ben Soto, Lorraine Soliz, Lorena Newsome, Alex Zavala, Christina Loftin, Christopher Palfreyman, Sarina Garcia, Anna Mae Whetstine, Donna DeLeon, Claudia Ayala, Luran Guerra, Michael La Torre, Desiree Hofstetter, Martha Simcik, Trennon Cavanagh, Ashleigh Campbell, Grace Martin, Staphaine Long, Diana Avila, Alimursal Ibrahimov, Alexis De Leon

Absent: Ricardo Reyes

I. Call to Order: 2:05pm

II. Approval of Minutes – Lorena Newsome motion to approve, Claudia Ayala seconded.

III. President's Report – Given by Trennon Cavanagh

-Getting all members access to proper websites and committees as assigned, please let us know if you do not have access: no member had issues with access.

-Trennon met with Kevin Houlihan to work on getting council members connected with their new committees.

-Introductions to Executive board

- Executive Board
 - Vice- President/ President- Elect: Stephaine Long
 - Parliamentarian: Michael La Torre
 - Secretary: Anna Whetstine
 - Treasurer: Alimursal Ibrahimov
 - Historian: Mary Mahan
- Shirt Sizes for order: Collected through tally sheet.
- Upcoming dates/ meeting times
 - July 25th, 2pm
 - August 22nd, 2pm Virtual
 - September 26th, 2pm
 - October 24th, 2pm
 - November 7th, 2pm
 - Tentative Retreat December 11th

IV. Vice-President's Report – Given by Staphaine Long

- Mett with John LaRue to discuss an idea of an emergency relief fund for staff.
- Student worker for staff council will move to an admin role out of John LaRue's office.
- P-Cards will limited across campus.
- August 19th, Faculty Staff Presidents meeting.

V. Treasurer's Report –

- Access to account, we have money

VI. Staff Council Committee Reports

a. Nominations and Elections – **Chair: Stephaine**, Martha, Ashleigh

- Committee met to do initial introductions and circumstances of when to meet.
 - Move to as needed

b. Communication Committee – **Chair: Anna**, Lauran, Alexis

- Meeting next month

c. AdHoc Bylaws Review Committee – **Chair: Michael**, Christina, Sarina, Alexandra

- Feedback for both policies submitted for staff council approval. Feedback given by Michael LaTorre.

- Changes to new policies sent by Kevin Houlihan,

- Occupational Health

- Social Media

- met to do introductions

d. Benefits & Employee Development – **Chair: Mary, Lorena**, Alex, Claudia, Ali

- Updating how the Dorothy Yeater Scholarship is distributed. The committee will select 5 applicants to receive the scholarship for fall 2024.

- Select Chair: Chair is Mary Mahan

e. University Relations – **Chair: Desiree, Ben**, Lorena, Grace, Diana, Donna, Lorraine, Rick, Others

- Break in the Day Update- 250+ attended, food was great

- Next Break in the Day: Halloween- Will be meeting with Dr. Miller

- Islander Lights: Coming up, waiting for Jennifer Randolph for more information.

VII. University Committees Reports

- a. Calendar Committee – Anna: No Report
- b. Campus Wellness Committee – Ben: No Report
- c. Committee on Committees – Stephaine: No Report
- d. Environmental Committee – Ashleigh: No Report
- e. Expressive Activity Committee – Grace- Sep 17th Constitution Day coming up, Election year so there will be people on campus
- f. Faculty Senate – Stephaine: No Report
- g. Historically Underutilized Business Comm. – Desiree: No Report
- h. Institutional Effectiveness - Temporary/AdHoc (Trennon) : No Report
- i. International Education Committee – Ali: No Report
 - Getting restructured, Trennon getting with Andy Benoit to connect Ali.
- j. Strategic Planning Council – Trennon: No Report
- k. Student Endowment Scholarship Comm. – Ali: No Report
- l. Student Success Council – Lorena: No Report
- m. Transportation Advisory Committee – Luran: No Report
 - Added to teams
- n. University Safety Committee – Mary: No Report

VIII. Liaison Reports (if any)

- Advisor Update – John LaRue – see VP report section IV
- HR Update – Dr. Jacquelyn Flowers – Given by Alex, open enrollment, fall start up for hiring changes, Faculty onboarding August 13th, 14th, first paycheck October 1st
- IT Update – Ben Soto- Given by Ben,
 - Security control update from state and system policies
 - Finishing t&p program
 - Done updating devices
 - Technology purchases are closed
- Faculty Senate Update- Dr. Isla Schuchs Carr: No Report, Development week and added presentation for faculty
- Past President- Alexandra Janney- No Report

IX. Old Business

- Dorthy Yater Scholarship found in section VI.d

X. New Business:

- Mary - Volunteer opportunity for Staff Council at Employee Development to be session monitor. Short training will be given by Devin Wilde.
- Mary –
 - Session Opportunities. What sessions do you want?
 - Call for proposal from Aug 9th and run for 3 weeks.
 - EDCS would like to receive Staff Council's input on sessions they would like to be offered at the event that will be held Nov 12-14
- Speakers who want to present in staff council meetings. Let Trennon or the executive board know and we can decide a time for them to come talk/present

XI. Adjourn: Christopher Palfreyman motion to approve, Donna DeLeon seconded.