

Staff Council General Meeting
UC Island Room 316
March 28th, 2024
2:00 - 3:00 pm

Present: Hayford Osei, Jacquelyn Flowers, Alex Zavala, Kit Wilson, Christopher Palfreyman, Lorraine Soliz, Diana Avila, Sara Chapa, Trennon Cavanagh, Roxanne Singaas, Christina Loftin, Lauran Guerra, Erica Hill, Jessica Aleman, Zelda Chacon, Ricardo Reyes, Alexandra Janney.

Absent: Julian Martinez, Michelle Hollenbaugh, Ben Soto, Alexis De Leon, Cynthia Duff, Esmeralda Vasquez, DeAnna Crites

- I. Call to Order – 2:07 PM
- II. Approval of Minutes – Diana Avila motioned to approve, and Hayford Osei seconded.
- III. President’s Report – Alexandra Janney (delivered by Trennon).
 - a. Spring Break in the Day: Alexandra wanted to thank everyone for their work on Spring Break in the Day, especially Ben Soto, who stepped up to lead the event. About 300 people attended. Be sure to have a photographer and post pictures on the SC website.
 - b. Upcoming Service Excellence Awards, Friday, April 26: There are 30 candidates for three Service Excellence Awards. The award is \$1000 per winner. Candidates were vetted with PC.
 - c. Halloween Break in the Day – Consider larger spaces/locations and different floor/table arrangements, such as standing tables, staging in different areas, arranging pick-up for pumpkins, have a sign-up for pumpkins. Distribute Halloween jobs between other committees—possibly separate costume and pumpkin contest participants.
 - d. May meeting: The upcoming May meeting will be a gathering of newly nominated /elected staff in the Staff Council. Chair elections will be in June.
- IV. Vice-President’s Report—Trennon Cavanagh. I reported on the nominations and elections process. I mentioned that the delay in pulling the data for the change of representation needed a broader scope. I worked with IT to confirm the data and will upload the ballots. The announcement is ready to go, clarifying the process. “Catapult” Health second round on April 10th and 11th.
- V. Treasurer’s Report – DeAnna Crites. Finance records are in order, with no special reports.
- VI. Staff Council Committee Reports
 - a. Nominations and Elections – Trennon Cavanagh, updated via VP report.
 - b. Communication Committee – Luran Guerra. Dorothy Yeater's announcement and reminder will go out. 4 registrants at this time.
 - c. AdHoc Bylaws Review Committee – Christopher Palfreyman – the Committee already met before Nathan Galvan left. Christopher has not met with the committee yet. The big change this semester is merging the Constitution and Bylaws into one document.
 - d. Benefits & Employee Development – Julian Martinez – Not present. Going over awards. Voted for winners, will order plagues. Dorothy Yeater is coming this summer, encourage

colleagues to apply.

e. University Relations – Ben Soto – Not Present. Break in the Day and future events.

VII. University Committees Reports

- a. Calendar Committee—Lauran Guerra—The committee met, but Lauran was unable to attend. She will try to watch a recording and report next time.
- b. Campus Wellness Committee – Zelda Chacon – “Wellness Extravaganza” went very well, with over 200 participants, a mix of staff, faculty, and students. Over 100 hosts hit all dimensions of wellness.
- c. Committee on Committees - Trennon Cavanagh, will report more next time.
- d. Environmental Committee – Hayford Osei, had to step out to assist a faculty.
- e. Expressive Activity Committee - Ben Soto is out.
- f. Faculty Senate - Trennon Cavanagh, nothing to report.
- g. Historically Underutilized Business Comm, - Ricardo Reyes - nothing to report
- h. Institutional Effectiveness - Alexandra Janney, nothing to report
- i. International Education Committee - Hayford Osei, stepped put
- j. Strategic Planning Council - Alexandra Janney, nothing to report.
- k. Student Endowment Scholarship Comm. - Jessica Aleman – has not met yet.
- l. Student Success Council - Jessica Aleman – Transitioned to a quarterly meeting, so the next meeting will be in May.
- m. Transportation Advisory Committee – Alexandra Janney – Meets next week. Alexandra will not be able to attend this meeting. She asks if anyone else from SC would like to attend the meeting. April 2nd, 4PM to 5PM virtual, Zelda will attend. Issues with a parking lot in front of Miramar.
- n. University Safety Committee – Trennon Cavanagh – Trennon has not received information about when they will meet yet.

VIII. Liaison Reports (if any)

- Advisor Update—John LaRue—I sent notes about how the System is wrapping up internal audit. There have been reports of people unable to get a hold of people during work hours, as people are not answering phones.
- HR Update—Dr. Jacquelyn Flowers. Staff reviews will kick off and need to be completed by May 31. Managers will receive training sessions about the employee evaluation period.
- IT Update – Ben Soto – Not present.

IX. Old Business

- Erica Hill is at the end of her SC cycle. She wondered when her last time to attend Staff Council would be. The answer was that May would be the last session she had to attend. She can run for Staff Council again (two two-year terms are allowed back-to-back, but then one year off is required.)
- Zelda Chacon – ZLP1 coverage has new requirements that will begin June 1st. Coverage requirements for those with Type 2 diabetes won't change.

X. New Business

XI. Adjourn

- Jessica Aleman motioned to adjourn, and Kit Wilson seconded. The meeting adjourned at 2:48 PM.