

Staff Council General Meeting
UC Bay View 320
May 23, 2024
11:30 - 1:00 pm

- I. Lunch
- II. Call to Order: 11:59
- III. Approval of Minutes
- IV. President's Report – Alexandra Janney
 - I have asked all current officers and chairs to include what the position entails in their reports. So that new members may have the opportunity to learn more about officer positions and committees for the staff council. During your next meeting, you will elect three office positions: Vice-President 3 (year appointment), Parliamentarian, Secretary, Treasurer, and Historian. The last four are one-year appointments. These officers comprise the Executive Committee, which will meet regularly throughout the term.
 - Please use this opportunity to learn more about responsibilities and the committee work. Every SC member is required to work on at least one committee. However, there are other committee opportunities (on the agenda) for SC members to represent their division. And please take this seriously, you are representing the SC and your division interests in those meetings.
 - The elections will take place during the first meeting of the new SC in June.
 - As part of our service, we are asked to review university procedures and provide our input:
 - We had two procedures to review: 01.01.99.C0.01 Review and Approval of University Rules and Procedures and 31.03.02.C0.01 Sick Leave – do I have any comments?
 - Brief overview of our accomplishments for the last year:
 - We changed the model of representation from EEO categories to division representation to serve the university community better
 - We revised bylaws and constitution and combined those into one document to streamline the process
 - We had a record-breaking Halloween Break in the Day attended by over 400 people.
 - Our Spring break in the Day was attended by about 200 people
 - We joined the SEAS division in recognizing the outstanding Islanders.
 - In partnership with UC and Bookstore, we provided a textbook scholarship to about 20 islanders.
 - And there are still areas where we can support the university staff:
 - One of the possible initiatives is establishing a relief fund for university employees who experienced life-changing events.
 - There is also a Summer Break in-the- Day event that is upcoming.
- V. Vice-President's Report – Trennon Cavanagh
 - Detailed what the Role of VP entails. 3-year commitment, chairs Nominations and Elections Committees, attends Faculty Senate and Committee on Committees meetings, oversees membership issues and questions, conducts the new Staff Council elections. This person will also serve as the next Staff Council President (2024-2025).
- VI. Treasurer's Report – DeAnna Crites

Detailed a brief description of what the treasurer does.
oversees SC budget and accounts.

VII. Staff Council Committee Reports

a. Nominations and Elections – Trennon Cavanagh Nothing to report, described what the committee does.

oversees elections and membership, attends two committees, oversees the policies and procedures review (3-4 people).

b. Communication Committee – Lauran Guerra
Update on what communication committee does.

increase Staff Council visibility on campus via social media, newsletters, etc. Join if you are good with communications

c. AdHoc Bylaws Review Committee – Christopher Palfreyman

Nothing to update. Review of what the committee does.
review SC constitution and bylaws. This is a good fit for representatives who are procedural and detail-oriented

d. Benefits & Employee Development – Julian Martinez Dorothy Yeater Update

review classifications, training, evaluations, etc. Oversees Dorothy Yeater scholarship funds distribution. Supports CLIMB events with University Relations. *I would like to have an HR representative on this committee

e. University Relations – Ben Soto Described some detail on the University Relations committee. Working with Shark week for Break in the Day.

participate in university-wide events: Break-in-the-Day events, Islander lights. If you are good at event planning, this is for you!

VIII. University Committees Reports

- a. Calendar Committee - Lauran Guerra
- b. Campus Wellness Committee – Zelda Chacon
- c. Committee on Committees - Trennon Cavanagh Reviews committees on campus.
- d. Environmental Committee - Trennon Cavanagh
- e. Expressive Activity Committee - Ben Soto
- f. Faculty Senate - Trennon Cavanagh
- g. Historically Underutilized Business Comm. - Ricardo Reyes
- h. Institutional Effectiveness - Alexandra Janney
- i. International Education Committee - Hayford Osei
- j. Strategic Planning Council - Alexandra Janney
- k. Student Endowment Scholarship Comm. – Jessica Aleman
- l. Student Success Council - Jessica Aleman
- m. Transportation Advisory Committee – Alexandra Janney
- n. University Safety Committee – Trennon Cavanagh Code Blue and Safety

- IX.** Liaison Reports (if any)
- Advisor Update – John LaRue
 - John La Rue is also new to advisory, looking forward to working with us on anything needed.
 - HR Update – Dr. Jacquelyn Flowers
 - HR News to Staff Council
 - Open Enrollment is the main event now.
 - Faculty Senate Speaker – Dr. Isla Schuchs Carr
 - New speaker of Staff Council. plan to attend as many as available.
- X.** Old Business
- Use teams for communication, will get everyone added to Teams to be used as primary means of communication
 - Review and approval of University Rules.
 - No edits or comments now.
- XI.** New Business-
- Go around and introduce each other.
- XII.** Adjourn
- Motion to adjourn.