

Meeting Minutes – SSU Staff Council

April 11, 2019

Call to order

A meeting of SSU Staff Council was held at Salazar Hall 1051 on April 11, 2019. Attendees included Staff Council Committee Officers: Katie Musick, Kshatriya Colet, Loriann Negri, Ash Klein, Arcelia Sandoval, Joyce Lopes (Ex-Officio Member), Carrie Ann Colton (Ex-Officio Member)

Staff community attendees: Susan Gutierrez, Andru Luvisi, Gloria Allen, Beth Warner

Call to Order

Katie called the meeting to order.

Approval of Agenda (Action Item)

Katie noted that the Staff Appts Agenda item is an action item. Also noted that we'll have standing reports from Staff Council Officers each meeting. *Kshatriya moved that we approve the agenda as it stands. Seconded and approved.*

Consideration of Approval of Minutes

Loriann moved that we approve last meeting's minutes. Seconded and approved.

Staff Appointments to Committees (Action Item) (Katie)

Katie reported on the committee's progress for creating this nomination and appointment process. External committees across campus that are asking for staff participation, not linked to Staff Council or tied to someone's position.

- Staff appointed to those committees will be asked to report at Staff Council Mtgs
- Created a list of staff committee openings and we'll be distributing that so that staff can indicate interest. This would be a pilot program for the 2019-20 academic year. Calls would be tied to the academic/fiscal year and go out at the end of each spring.
- Current committees:
 - Academic Senate
 - Campus Planning & Univ Advisory Committee
 - Summer O Advisory Group
 - Sustainable Exec Committee
 - Pres Budget Advisory Committee
 - Pres Diversity Council
 - Univ Culinary Svcs Advisory Board
- If there's an opening, Staff Council will send an email to those that indicated interest. This will also create a pool of staff that have indicated willingness to serve.

Reports

- A. **Vice President/Admin & Finance (Joyce)**
 - a. Recognized Facilities, Env Health & Mgmt, Culinary Svcs, and Risk Mgmt in terms of their protocol, responsiveness and action with the recent boil water mandate.
 - b. President signed the Campus Climate Commitment
 - c. Petaluma property going through one more review and there is an Open House on April 19th.
 - d. Policy about Retired SSU Employees (Trisha Ramos headed a group that looked at this policy) - recommended that there was a move to change this policy to a procedure. Retirees will now be given an official ID card which would give them access to certain benefits (event tickets, access to library, parking pass). No current staff retiree benefits have been changed.
- B. **Chair (Katie)**
 - a. Staff Council was asked to be involved in Staff Excellence & Team Involvement Awards. We are recording the process and creating a procedure for this participation.
- C. **Vice Chair (Kshatriya)**
No reports to share
- D. **Secretary (Loriann)**
No reports to share
- E. **Treasurer (Arcelia)**
 - a. Balance in Trust Fund \$2572.00
 - b. Reminded the group that Joyce has said she'll be allocating some general fund \$\$ to the Staff Council
- F. **Custodian (Ash)**
 - a. Communication and Outreach plan
 - b. Promote the Staff Council at Staff and Faculty Appreciation Day
 - c. ListServ - on hold until the possible switch to Google Groups for mailing lists
- G. **Staff Rep from Academic Senate (Arcelia)**
 - a. May 15th -more information going out about the staff salary evaluations as mentioned at the recent Budget Forum (linked below)**Date corrected from 5/1/2019 to 5/15/2019 as noted during the May meeting.*
 - i. Strategic Plan Report: <http://strategicplan.sonoma.edu/progress>
Spring 2019 Budget Forum:
<https://web.sonoma.edu/budget/spring-2019-budget-fourm.pdf>
 - b. IHRSA - Now available for staff, not just faculty. Brochures will go out as part of employee retirement package

New Matters for Future Consideration

- a. Invite the IHRSA Rep speak at future Staff Council
- b. Hope to have someone from Sustainability Committee to come speak about Pres Climate Commitment action plan.
- c. Google Switch over - Rep to speak?
- d. Agenda setting - goals for the following academic year (e.g., staff day of service)
 - i. Will Staff Council meet over the summer?

Good of the Order

No items for the good of the order.

Adjournment

Meeting adjourned at 12:02.

____Loriann Negri_____
Secretary

____4/22_/2019_____
Date of Approval