

Meeting Minutes - SSU Staff Council

March 10, 2026

Call to Order

The SSU Staff Council meeting was called to order at 1:00 p.m.

Attendance: 58 participants

Chair's Report

- Kyle discussed how work can become invisible when campus departments operate in silos. He emphasized the importance of transparency and ensuring staff contributions are recognized across the university.
- Kyle encouraged staff to share information about their work with colleagues outside their departments. Aidan described keeping a written record of her work and accomplishments.
- Kyle discussed proposed Academic Senate constitutional language concerning the definition of faculty and the exclusion of student services professionals from Senate representation.

Campus and Administration Updates

- Heather Cain, HR Manager for Payroll and Benefits, reported that work continues on the nursing facility and laboratory expansion project.
- Seawolves Dig In is scheduled for Friday, April 24, from 9:00 to 11:30 a.m.
- Culinary Services is offering rotating Tuesday lunch pop-ups from noon to 1:00 p.m. The next \$5 Friday is scheduled for March 20.

CSU Tuition Fee Waiver Program

- Heather reviewed eligibility for the CSU tuition fee waiver program, including full-time appointments and permanent part-time employees. The program supports career development or work-related coursework.
- Eligible coursework may be taken at any CSU campus and can include bachelor's, master's, and doctoral studies; extended education and self-support programs are excluded.
- Tuition and certain student fees are waived. Benefits exceeding \$5,200 annually may be taxable. Eligible benefits may also extend to a spouse, domestic partner, or dependent child up to age 24.
- Forms are available online, and the new Optimize fee waiver platform is expected to be available for the summer term.
- Kyle asked how HR determines which courses qualify. Heather explained that requests are rarely denied unless coursework clearly does not align with the employee's role or development path.

Telework and Staff Representation

- Liz Kettmann asked for a telework update. Heather reported that she had no new information.
- Aidan suggested sharing more information about staff work across campus with the Academic Senate. Kyle noted that updates can be communicated through Kate or Staff Council, and Kate welcomed direct contact.

Decision Day Update

- Kelly Kaslar shared plans for Decision Day on Saturday, March 14. Check-in begins at 9:00 a.m. at Seawolf Plaza; parking will be complimentary.
- Activities include campus tours, academic and department tabling in the Everest Gym, academic lightning talks, and student artist sketches. Seawolf Services, Financial Aid, SIP, and the bookstore will be open.
- The event was moved earlier to avoid competing with other CSU events and provide more time before the May 1 decision deadline. It is being promoted to both prospective and admitted students.
- At the time of the report, 177 students had RSVP'd. Dining at Kitchens will cost \$5; Kelly explained that the fee is intended to reduce no-shows and food waste experienced at past events.

Meeting Adjourned at 1:58pm

Kelly Clark
Secretary


Date of Approval 3/11/26