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| Meeting Minutes – SSU Staff Council  February 6, 2024 |

# **Call to order**

A meeting of the SSU Staff Council was held via Zoom. Attendees included Staff Council Committee Officers:

* Katie Musick
* Gillian Estes
* Kelly Clark
* Sarah Jordan
* Kari Manwiller

Attendance: 48

**Call to Order**

Katie called the meeting to order at 1:01pm

**Approval of Agenda (Action Item)**

Agenda posted in Google Drive

**Consideration of Approval of Minutes**

Skipped.

**Reports**

1. **Chair- Katie**
   1. We are not meeting over Spring Break even though meeting shows up on the calendar.
      1. Sometimes we have special sessions on opposite Tuesdays of regular meetings.
   2. Bonnie Cormier will serve on President’s Advisory Council on Campus Police and Safety.
      1. Still have one more seat on the Sustainability Council
      2. 9 positions will be open and will send announcement later in spring
   3. Fun Fact – Bridges that cross Copeland Creek contain many volcanic rocks. SSU sits on a geological formation known as Sonoma Volcanics.
2. **Vice Chair – Gillian**
   1. No report
3. **Secretary - Kelly**
   1. No report
4. **Custodian of Records- Kari**
   1. No report
5. **Standing report from Vice President for** [**Administration and Finance**](http://afd.sonoma.edu) **or Proxy** 
   1. Enrollment is looking good. We are at about 94% retention Fall to Spring
   2. Admissions has been sending out acceptance letters within 72 hours of receiving application
   3. Decision Day is April 20 but due to FASFA complications it may be delayed
   4. Governor’s budget proposal has do direct cut to university but there is a delay of funding. Our request for one time funds is not in budget.
   5. Facilities has been doing great job with all the storms. We lost 9 trees.
   6. Aiden – Will there be a sidewalk put in by Bodway. Monir – It is on the list of urgent campus needs.
   7. Digitization of phone lines is almost complete. Please contact IT or attend a drop in session if you have questions.
6. **Academic Senate Report - Kate Sims**
   1. Meeting was 2/1. Emily Acosta Lewis – reorg proposal will be coming out soon. Notice to assigned time went out to Chairs
   2. Emily brought forth resolution to create a new Senate position, a Legislative representative
   3. Student affairs committee came for 2nd revisions for academic advising policy. Discussion about how we can help students so they don’t get bounced back and forth between advisors
   4. Melinda Milligan brought forth policy for suspension of programs for EPC
      1. Administrators can imitate suspensions if program coordinators are consulted. SEIE has a different policy
      2. Request for APARC to start tracking suspensions and cancellations
   5. President attended trustees meeting, presented with state budget
   6. Professor Dan Crocker won the Wang Family Excellence Award
   7. Fall to fall retention rates have fallen. Students leave after 2nd year
   8. Creating dual enrollment opportunities
   9. Moving more programs out of impaction
7. **Provost Moranski –** Reorganization update
   1. APARC review and comments due March 15
      1. Provost consults with President March 15-April1
      2. Proposal finalized April 1
      3. Schools elect Chairs May 24
   2. Assigned time has been released
      1. Balancing request for Coordinators with budget savings
   3. There will be an opportunity to name the Schools and Colleges
      1. Donors may be able to name School or College
   4. Spring – Summer 2024 Personnel Updates and Website updates
   5. Fall 2024 move and signage planning
   6. Summer 2005 Moves and signage installation
   7. One of biggest pieces of is peoplesoft update and testing
   8. Current and New programs reevaluating their Fall 2023 report after data provided by Grey consulting. French program was recommended to sunset. Suspending French program to figure out if we should keep
   9. Academic Support Services – Focuses on services that impact a student’s ability to graduate in a timely manner.
   10. AMP Next Steps – Steering Committee will review recommendations for working groups to determine final plan. Finalize plan in Fall 2024
   11. Gillian – Will students be involved in committee for academic support services? Provost- Yes they have reach out to have students participate on the committee.
   12. Sara – What are one or two things staff should know as we move through spring? Provost – Working on a plan to minimize change and disruption. We are working with AMs
   13. Jamie Russell – Please provide me with any potential issues you think there may be with peoplesoft update. Please let your manager know if you can think of anything.
8. **Side Petit – Campus Planning and Space Advisory committee** 
   1. Campus storage requested
   2. Mike Ogg will have space moves requests streamlined in regards to regorg
   3. 24 hour lab has been moved to library and is open during library hours. Laptops are available for checkout outside those hours.
   4. Aiden – Is there a plan to put CAPS in a real building?

**Good of the Order**

Nothing.

# **Adjournment**

*Meeting adjourned at 2:00PM*

Kelly Clark 02/13/2024

Secretary Date of Approval