Staff Council Meeting Minutes  
UC Anchor Ballroom A  
January 22, 2019

Members Present: Luisa Buttler, Heather Calderon, Debra Cortinas, Carrie Coursey, Jorge Fonseca, Alessandra Garcia, Carol Haley, Frank Harrison, Dee Dee Hubenak, Alexandra Janney, Candace Martinez, Miguel Munoz, Hayford Osei, Elizabeth Palacios, Maria Pedigo, Elizabeth Perez, Michele Roth, Cynthia Salinas, Julie Shuttlesworth, Martha Simcik, Ben Soto, Frank Spaniol, Brittney Weise, and Noelle Wilson.

Members absent with proxy: Heather Calderon (Proxy - Luis Hernandez).

Members Absent: Cassie Eyring, Elizabeth Longoria, Jaclyn Mahlmann, and Cynthia Salinas.

Guests: Scanned copy of guests on the Staff Council I drive.

This meeting was not able to cover all agenda items due to the guest speakers from Sibson Consulting needing time to discuss the Salary Study with Staff Council.

I. Call to Order – Ben Soto called the meeting to order at 3:02 p.m.

Announcements:

Confirm New Members – Ben welcomed the following members to Staff Council: Candace Martinez, Julie Shuttlesworth, Martha Simcik, and Brittney Weise.

Homecoming – Alessandra Garcia requested volunteers for the Homecoming Block Party event on February 9.

Clarifications – Frank Harrison asked for clarification regarding the Position Descriptions for staff. Questions asked by constituents: When to do the changes to the descriptions and what to do if supervisor says not to touch the descriptions. Debra Cortinas answered: Position Descriptions need to reflect the current job duties. HR will be sending out an announcement to all supervisors to let them know to work on getting the descriptions updated. Please let HR know if there is any problem with supervisors unwilling to work with the employees on the position descriptions.

II. Guest Speakers – Debra introduced the representatives from Sibson Consulting, Carol Mercer and Katie Manning. They spoke of the scope of the study, timelines, and conducted a stakeholder interview with Staff Council and guests present. They will use the results as part of the study.

III. Meeting Adjournment – Meeting ended with the conclusion the Sibson presentation at approximately 4:00 p.m.