Staff Council General Meeting Minutes
Via Web-Ex; August 24, 2021


Members Absent: Tara Ivey, Suzanne Bonds, Veronica Harris, Zelda Chacon, Erin Longoria, 

Guest: Emily Metcalf

I. Call to Order-Sharmeen Ahmed
Meeting called to order at 3.03pm

II. Approval of Minutes-Sharmeen Ahmed
Ronald Sepulveda made the motion to approve the minutes
Johnathan Cooper seconded the motion. Minutes were approved

III. President’s Report- Sharmeen Ahmed
• Introduction to new council member- Lee Moore replacing Brandon Mandigo, Hayford Osei replaced Jen Grabarczyk-Turner
• Guest Speaker-Emily Metcalf, Instructional Services Librarian. topic: Highlights of Library resources available to staff
• Discussion on Covid-19 Protocol: discussed about hand washing, soap quality, availability of testing throughout the semester. Federal time off for covid-19 no longer applicable.

IV. Vice President Report-Brenton Day
• Spousal hire and dual career program

V. Treasurer’s Report- Valarie Gibbons -No update

VI. Committee Reports-
• Communication-Noelle Freese (Chair)
  o Committee will meet in September
• University Relations – Jaquelyn Westbrook – (Chair)
  o Committee meeting next week. T-Shirts ordered for Tuesday Blue day
• Benefits & Employee Development – JoAnne Salinas (Chair)
  o Committee will be meeting in September
• Nominations and Elections –Brenton Day (Chair)
  o Working on outreach process

VII. Adhoc Committees
• Committee on Staff Committee- Brenton Day (Chair)
- Scheduling meetings with committee chairs to attend their meetings
  - Employee Excellence Awards – Brenton Day (Chair)
    - No report
  - Bylaws & Constitution – Amanda Kowalski (Chair)
    - Reviewing bylaws and constitution
  - Dorothy Yeater Scholarship – Angela Walker (Chair)
    - Angela Walker new chair, updated about popcorn sell idea and will be meeting with the committee soon
  - Annual Employee Luncheon – Suzanne Bonds (Chair)
    - No report

VIII. Liaison Reports
- HR Update – Debra Cortinas
  - FY 2022 Appointment information will be available in Workday on September 1, 2021, compensation changes will be visible then. Approximately 37% of staff received an equity increase with average $2,000.
  - Merit increases have not been announced. Additional eligibility and updates most likely in November/December time frame
  - September 11, 2021, new features coming up in Workday
- IT Update – Ben Soto
  - Zoom pushed out
  - Working on TMP first phase, upgraded 200 machines
  - Discussion on Adobe Cloud
- University Committee Update (If Any)
  - None

IX. Old Business
- Campus cleanup efforts-Break Free from Plastic
  - Melissa Zamora updated on the condition and proposal of cleanup efforts
  - Discussion on Staff Council involvement in the efforts
- Retiree email retention
  - Risk and security assessment prevents keeping emails for retirees

X. New Business
- None

XI. Adjourn
- Meeting adjourned at 4.32pm, motioned by Angela Walker and seconded by Johnathan Cooper