

## CLASSIFIED STAFF COUNCIL

**Minutes – Wednesday, February 21, 2018 10:08am**

**Attendees:** Vicki Becker, Lori Blasé, Stephen Hodge, Lynette Leachman, Trisha Pocius, Stacy Righini, Joleen Ryan, Veronica Santistevan, Cindy Sufian. **Guests:** Niki Whitaker

Niki Whitaker is the facilitator for the Free Speech Task Force and came to fill us in on what was happening with that group. She shared a document with their recommendations to the President and asked if there were any questions or concerns. Questions were raised about #7: *Define Free Speech Zones on Campus* which prompted a discussion about the definition of what a free speech zone comprised. Per Niki, it is not an actual geographic location per se. If there are further concerns, questions or suggestions, please contact Niki by March 2<sup>nd</sup>.

**Approval of Minutes:** Trisha moved to approve November minutes, Joleen seconded: approved. Lori moved to approve January minutes, Cindy seconded: approved.

**Treasurer's Report:** Balance as of today, \$1106.39 operating, \$781.17 reserve, \$1423.43 discretionary, \$25942.45 scholarship.

**Old Business:** Kim is working on adding the info from current recipients to the CSC pamphlet. Vicki is working on equity compression, gap analysis for Classified staff for equity studies. Admin Pro are having to re-write job descriptions/titles. Several members mentioned they had written their own new job description because their departments required it, but nothing has happened to put them into effect with HR. Vicki will inquire about status with HR.

**New Business:** Discussion on where to hold the May retreat. Ideas include Angelos, Nature Center, Banquet facility on Riverwalk, The Place, The Abbey, OUC (on campus) State Fair Grounds, City Park, Latino Chamber, Arts Center, El Pueblo, Rawlings Library, Carriage House at Rosemount. Dr. Mottet may attend retreat.

The Student Scholarship Committee met: applications & essay question due by March 1st. They will be expanding the rubric with more questions for next year and interviewing finalists.

Classified Staff Picnic. Vicki needs to decide on date and send out a save the date card 30 days prior. Change of time to 11:45-12:45. No RSVP so we will plan on 100 and get more chicken.

Reminders: April 18<sup>th</sup> is the Employee Awards Luncheon.

June 2019 we will host the Statewide Liaison Council, we need to select a date, set up hotels, speakers (professional development).

March 21<sup>st</sup> meeting is in room 109

**Fundraiser:** Date change to the Classified Craft Fair to November 2<sup>nd</sup> & 3<sup>rd</sup>, 2018. Vicki will send out application forms to vendors. Cost will be \$30 for 6ft table and 2 chairs. \$5 for extra table. Vicki will set a meeting to start forming committees for advertising (flyers, pizza boxes, yard signs), set-up, raffle,

food (hot dogs, chips, burritos, sweets). Food sales will require 2 hour volunteer stints (scholarship recipients). The wrestling team will usually assist with set-up.

Vicki presented info about a Pizza Ranch fundraiser – 10% of net sales during 5:00-8:30pm including tips & donations. We would need to promote and volunteer as servers, hosts, cashiers, etc. We should plan do another Chipotle fundraiser for Spring.

**External Committee Updates:**

- a. University Leadership Team – Vicki
- b. Faculty Senate – Paul
- c. University Budget Board – Tricia & Stacy
- d. Instructional Technology –
- e. Parking Committee - Stephen & Veronica
- f. Statewide Liaison Council – Trisha, Vicki, Stephen
- g. University Board on Diversity & Equality – Stephen & Veronica
- h. Strategic Planning Task Force – Stephen

**Internal Committee Reports:**

- a. Birthday Grams – Lori & Cindy
- b. Convocation – Vicki, Kim, Trish, Lori
- c. Fundraising – Classified Staff Council
- d. Outstanding Employee Awards – Lori & Cindy
- e. Student Scholarship – Veronica, Lynette, Cindy
- f. Website – Lallo
- g. Welcome – Lori, Joleen

Adjourned at 11:36am