

Classified Staff Council
Meeting Minutes
Wednesday, Mar 17 at 10:00am (via Zoom)

Present:

Trisha Pocius, Jennifer Lawson, Sandra Bandimere, Yvette Martinez, Makenna Linn, Cheryl Mincic, Veronica Santistevan, Frank Johnson, Lynnette Leachman, Joleen Ryan

Excused:

Jen De La Torre, Julie Stevens

Guests:

None

The meeting started at 10:02am (*no agenda distributed*)

- **Approval of Minutes**
 - A motion was made to approve the minutes and the motion was seconded. All in favor, none opposed, and the motion was approved
- **Treasurer's Report**
 - A motion was made to approve the minutes and the motion was seconded. All in favor, none opposed, and the motion was approved
- **Bylaws & New Member Voting (in April)**
 - Trisha advised that voting of the new members will take place in April
 - It was noted that three of our current members have terms that are ending this year
 - Trisha advised she would contact Bruce Merritt (IT Dept) to arrange for the voting email
 - Target date for distribution to Classified Staff is April 5 with planned two week deadline
 - During the meeting, the group also briefly reviewed the current bylaws and it was recommended to move forward with the Bylaws Committee
 - The committee will focus primarily on possible updates needed to include a vote process in July of the Executive Board (President / Vice President / Secretary / Treasurer)
 - Jennifer offered to help coordinate and schedule the Bylaws Committee meetings and forward the copies of the Bylaws to the CSC today (originally provided by Trisha)
 - Veronica volunteered to also participate in the committee
 - The committee will include: Trisha / Jennifer / Sandie / Veronica and Steve Hodge

External Committee Updates

- **Faculty Senate** – Jennifer L., Frank, & Julie
 - Jennifer shared the following highlights from President Mottet's presentation ("The Work of Our Leadership Team"):

- **Developing FY22 Budget**
 - Work continues with PBAC to examine ways to reduce expenses and generate revenues due to projected shortfalls.
 - **Analyzing Compensation**
 - This will include all three areas (Faculty, Admin Pro, and Classified Staff)
 - Two members of the Leadership Team will be coordinating
 - Will include both a Gender Equity and Market Study
 - Target date for presenting to the Board of Governors (BOG) is Aug 2021
 - **Alignment Calendar**
 - Survey has been distributed to students and results are pending
 - Will be reported to BOG in May
 - **Implementing Banner**
 - Fall 2021 registration taking place now and expected to be F2F (only 25% online)
 - **Activating Vision 2028**
 - Timelines have been developed for initiatives (will be reported to BOG in May)
 - **Launching Campaign**
 - \$100 Million Campaign (2019-2028) will include the efforts of the new “Advancement Team” which has been funded by Vision 2028
- Jennifer advised she would distribute a copy of the presentation to the Council via email (*once received from Dr. Massey*) - in addition to sending an email with information that was distributed by Dr. Donna Souder Hodge regarding COVID19 vaccinations following Faculty Senate.

Parking Committee – Veronica

- Veronica advised the group had not met yet

No other updates regarding the other External Committees listed below:

- **University Leadership Team** – Trisha
- **President’s Budget Advisory Committee** – Trisha
- **President’s Task Force Calendar Alignment** – Trisha
- **Diversity Executive Leadership Team** - Trisha
- **Information Technology Board** – Sandie & Frank

Internal Committee Reports

- **Birthday Grams** – Sandie & Joleen
 - Sandie advised Birthday Grams are delivered once a month now and there were 7 last month
- **Welcome** – Veronica & Yvette
 - Veronica advised no recent new hires
- No other updates from the other Internal Committees listed below:
 - **Fundraising** – Classified Staff Council
 - **Outstanding Employee Awards** – Vicki & Veronica
 - **Student Scholarship** – Lynnette, Cheryl, & Joleen

Other Questions or Topics? None

Adjournment: The meeting adjourned at 10:31am