**Staff Association Executive Board Meeting**

Meeting Minutes for 3/2/2022

*Microsoft Teams*

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| --- | --- | --- | --- |
| **Name of member** | **Role** | **Attendance** | **Vote** |
| Sarah Long | President | Y |  |
| Missy Sernatinger | Vice President | Y |  |
| Anna Squires | Communications Manager | Y |  |
| Danny Pape | University Staff Member-At-Large | Y |  |
| Brad Bailey | Treasurer | Y |  |
| Valerie Carricato | Chair, University Staff Salary and Benefits Committee |  |  |
| Martin Toetz | Chair, Classified Staff Salary and Benefits Committee |  |  |
| Lisa Potoka | University Staff Member-At-Large | Y |  |
| Shonda Johnson | Member-At-Large, University Staff Pay and Benefits Committee | Y |  |
| Laura Mancini |  |  |  |
| Stephen Cucchiara |  | Y |  |
| Debi O’Connor |  | Y |  |
| Gabrielle Dunn |  | Y |  |
| Laura Chandler |  | Y |  |
| Laura Mancini |  | Y |  |
| Chrissie Bailey |  | Y |  |
| Gabrielle Dunn |  | Y |  |
| Liz Bunkers |  | Y |  |
| Beckie Pyles-Munoz |  | Y |  |
| Lisa Jones |  | Y |  |
| Jesse Perez |  |  |  |
| Molly Cammell |  | Y |  |
| Brett Garman |  | Y |  |
| Pauline Hoyte |  |  |  |
| Cindy Rhoads |  | Y |  |
| Dean Barrett |  | Y |  |
| Valerie McClinton |  |  |  |
| Cody Parish |  |  |  |
| Cynthia Norton |  | Y |  |
| Lily Cosgrave |  | Y |  |
| Alex Baker |  | Y |  |

1. Approval of February Minutes
	1. Motion – Anna Squires, Second Lisa Jones Vote – Sarah, Alex, Missy, Anna, Brad, Lisa, Kayla
2. Approval of the agenda
	1. Motion - Missy, Second - Brad Vote – Kayla, Brad, Sarah, Alex
3. Return to Work Taskforce Update:  Stephen Cucchiara
	1. No updates – a draft of the report has been released but not sure if it’s been shared widely yet and have not received permission to share with broader SA.
	2. Sarah – we would like to know what is being prioritized with the results – would be good to know for the SA group.
4. Updates from New Budget Model Work Group: Danny Pape
	1. Danny – we still haven’t met in months so no new updates/information since October. I will reach out and follow up with you all.
5. UBAC Updates: Brad Bailey
	1. Brad – Met on Feb 17 – Board of Regents meeting in Feb approved two new degrees – aerospace and music. The April voting will cover tuition and fees, so yet to come with information there. Spring numbers right now 2.4% down but forecasted for 1.8% down so not a huge bummer based on predictions. Budget-wise, we’re doing okay. Good data from the campus survey and should be helpful with addressing issues. Covid cases plummeting in El Paso County, see chancellor update about mask mandate etc as of March 7, 2022. They did also vote on the graduate drivers for the BAM model. Minutes will be coming out soon and can forward on to the greater SA group, if wanted.
6. UCSC Updates: Missy Sernatinger
	1. Missy – UCSC is going to be working with us to consider this idea of what data is necessary and what can we get from CWC Survey. The replacement for the Chief Diversity Officer will wait until after the new president. The professional development day will be in April and committees will be invited to attend.
7. Voting: Welcome Committee (Liz) ($500)
8. Spring Luncheon update: Missy Sernatinger
	1. Missy – I would like to get feedback on some ideas. This all depends on what we’re all comfortable planning and what we’re wanting to provide. Prior to the mask mandate update, I had been talking with event services about a cooking class for virtual and in-person options. But now with the change to event regulations, I wanted to know what everyone was interested in doing for a spring luncheon. Please reach out to me privately on Teams with your feedback.
	2. Sarah – I do have some thoughts. One thing we are going to be voting on the staff resource fair – Liz, what do you think about a greater/larger event for SA luncheon and staff resource fair?
	3. Liz – I think pairing the events could be cool! Bringing people together and providing resources and boosting morale.
	4. Sarah – The luncheon is normally in May? Let’s connect offline and
	5. Brett – The professional development team provided a survey to staff and there’s a lot of information – would it be worthwhile to share the results?
	6. Missy – With the updates to mask mandates, we will still have to take into consideration people’s comfort levels for indoor/outdoor events etc.
	7. Sarah – Based on this, how do we want to handle funding? Do you we want to vote now or do we want to wait? It also does not say in the by-laws that we have to vote on each item.
		1. Welcome Committee $500 for swag – Motion to unanimously approve Anna, Second Kayla. Vote – Aye, Sarah, Missy, Anna, Alex, Brad, Kayla
		2. Brett – We got some feedback about doing an off-campus event since the Movie event was super successful. We did ask if we could possibly have a discount code for bringing additional guests and the zoo cannot do this. We would have to buy a block of tickets for a certain timeslot. We are looking to buy 30-40 tickets for staff. Looking at a Friday.
			1. Lisa Jones – Would this mean that someone would need to take a vacation day to do this? Is it more expensive on a Saturday? Should we know this before voting?
			2. Brett – Great question that I still need to talk with HR about admin leave for an hour etc per staff.
			3. Anna – One question I have before voting is figuring out the maximum, we could spend to be more inclusive of the entire staff population and maximize the equity of the event.
			4. Debi – With the endemic phase of the pandemic coming up, there might be changes coming up with the zoo. Guidelines for the zoo attendees might be easing up.
			5. Danny – Is it worth contacting the zoo asking about updates?
			6. Sarah – Should we vote to approve the funds now or vote over Teams once all of our questions are answered? Can we vote electronically? Yes.
			7. Tickets to the Zoo $592-$790 – Can I motion to have this moved electronically for voting next week? Second by Missy. Vote – aye from Anna, Sarah, Missy, Brad, Alex, Kayla.
	8. From chat: [9:11 AM] Laura Chandler

UCSC Events Committee is planning the all staff council/association professional development day coming soon date and time TBD. Stay tuned! 

[9:15 AM] Anna Squires

We could turn it into a Staff Half-Day!

[9:16 AM] Alex Baker

I would personally like both a luncheon and a resource fair, as separate items to give staff more opportunities to connect and get out of their office. A return to some normalcy is tasting real sweet right now.

[9:18 AM] Bradley Bailey

Outdoor activities including the luncheon being outside may be a good transition for different comfort levels

1. Elections (Lisa Jones)
	1. Lisa Jones – Danny has been helping me with this! We worked to create a spreadsheet with the upcoming positions for elections – we have 6 positions that will be opening. Next week we will start soliciting for nominations via email. We can also reach out to our colleagues to promote the elections as well. We will do two weeks for call for nominations with a deadline of March 18. The by-laws say we need to have our elections by the first week of May, so we have time to adjust if needed.
	2. Brad – Some of these positions are one-year and how many consecutive times can someone run for the same position?
	3. Cynthia Norton – there are no rules to how many times someone can run consecutively.
2. Voting: PDPC
	1. $592.50-$790.00 for Zoo tickets ($19.75 per ticket on March 18; two totals are either 30 tickets or 40). Additional $30.00 for printing trivia facts and chocolates to be given out at the entrance for staff). TOTAL(S): $622.50 - $820.00
3. Campus Climate Survey Conversation
	1. Sarah – There is a month turnaround time that is expected of us. I threw it out to the chancellor that it took us years to come up with a strategic plan so how can we do this in one month? The chancellor agreed and said not to worry about the timeline. We can have some ideas but don’t need to have it all flushed out. I would like to come up with 3-5 themes and then having a general meeting with all of campus. I think we should be asking the general campus for their feedback – solution-focused conversation. A general meeting is in our by-laws so this could count as that. I would like this group to come up with the focus and then we create a qualtrics survey that would be around the themes and results from the main meeting.
	2. Brad – We all agree that this information should be shared broadly.
	3. Sarah –
	4. Debi – I just want to put out there, I think we need to set the tone that this will not be a complaint session. We want to know concerns and input but don’t want it to turn into personal complaining and punch more holes in things. We need to make it very clear what the structure and guidelines are.
	5. Sarah – I think this is why a pre-meeting survey would be good to get a feel of areas of concern after reading the survey results etc.
	6. Lindsay – Finding themes in the results and then sharing?
	7. Sarah – Do we like the idea of bringing this to greater campus? (yes with head nods from group!)
		1. Based on your observations after reviewing the data, please provide your feedback on what themes you have noticed.
		2. I will draft an email and a Qualtrics survey and share with you all for review before sending out to campus.
	8. Themes (3-5)

[9:55 AM] Anna Squires

Staff overwhelm ("too many hats") is the main one I can think of.

Different levels of respect between staff and faculty.

Lack of pipelines to promotion

[9:56 AM] Kayla Gronseth Boyer

Respect yes! Advancing in your role. Burnout.

[9:56 AM] Lisa Jones

faculty/staff relationship, career advancement

* + 1. Performance plan, advancement opportunities, respect amongst fac/staff, culture of wellness (prioritizing wellness), burnout, understaffed, staff feeling dismissed/non-responsive.
	1. General Meeting (Zoom- 3/16 12-1:30PM)
		1. Solution Focused discussion
		2. Send out survey OR give just themes?
1. HR /Cabinet Meeting Agenda Topics
2. Committee Significant Updates and Needs (all reports in designated Team’s folder)
3. Open Discussion
	1. Lisa – Are we going to be going back to in-person with these meetings?
	2. Sarah – great question – starting next month I would like to go back to hybrid meetings. I think moving forward we have it set up as hybrid.
	3. Shonda Johnson – I haven’t been able to participate in the activities and wondered if any members of cabinet have been attending those or other events on campus?
		1. Alex – Cabinet has mentioned to me that they’re unsure if they should be attending these events.
		2. Shonda – I attended the men’s basketball game with my family last night and didn’t see any cabinet members when they normally had been in attendance in the past.
		3. Alex – Cabinet sometimes feel that their presence makes the event unintentionally too formal
		4. Sarah – It sounds like you are wondering where the sense of community from cabinet is
		5. Shonda – Correct. I’ve seen Cabinet members at several basketball games that I’ve taken my family to and we’re hosting the playoffs so was surprised that they weren’t there supporting. I think this could be a topic for a cabinet meeting.
		6. Missy – I think this could be a good thing to bring up to cabinet, to have them attend informal events in an informal capacity.
		7. Cindy Rhoads – I think even though they’re leadership, we must remember they have personal lives so they can’t always have time to attend every event on campus.
		8. Sarah – Agreed. We must remember the personhood of leadership. We don’t always know what they’re up to.