**CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO**

**STAFF COUNCIL**

**MINUTES**

**January 24, 2018**

2:00 – 3:00 pm

CE-260

Present: J. Beal, A. Carnahan, J. Casillas, L. Cromwell, M. Davila, L. Dorsey, R. Garcia,

M. Huston, A. Lane, S. Maldonado, J. Poore, D. Quijano, A. Salazar, J. Stevenson, R. Rouch

F. Villalpando, S. Wildes

Ex-Officio Present: D. Freer, S. Barnier

1. **Approval of January 10th Minutes**

It was m/A. Carnahan, s/J. Stevenson to approve the minutes with a correction of Fernando Villalpando’s last name. **APPROVED**

1. **Old Business**

No old business to report.

1. **Officer Reports**
	1. **Chair**

**Garcia** had no new business

* 1. **Vice Chair**

**Huston** reported that the Executive members of the SC (Staff Council) meet with the President Cabinet on January 22nd. The President asked that SC be involved with facilitation of communication amongst staff across campus, staff development, and opportunities for staff to interact with one another. Megan stated that the SC was also asked to be involved in shared governance discussions and campus advocacy.

* 1. **Secretary**

**Cromwell** had no new business

* 1. **Treasurer**

**Dorsey** stated that the SC Philanthropic account has been established.

1. New Business

**Staff Council E-mail**

There was discussion to create a sub-email account so that the members can respond to correspondences.

It was m/A. Lane and s/J. Casillas to establish a sub-mail account that will be handled by three council members each quarter. **APPROVED**

***Note: For the winter quarter, the members will be Carnahan, Lane and Stevenson***

1. Committee Updates
	1. Staff Council Webpage

Garcia gave a demonstration of the new SC website.

* 1. Meet and Greet

**Huston** stated that the Meet and Greet (M&G) set up will be at 9am and breakdown after the M&G. She asked that all SC members RSVP for the M&G. Huston mentioned that there will be a backdrop for people to take pictures, Cody the Coyote will also make an appearance and 5 feedback boards placed around the room.

Due to the increase in RSVP for the M&G, Huston asked if the budget for the catering order and stress balls could be increased from $350 to $450.

It was m/J. Stevenson and s/F. Villalpando to increase the budget for the M&G –**APPROVED**

* 1. Staff Elections

Stevenson mentioned that there will be information about the election process at M&G. Elections will start March 1st and will be due by 4p.m. on April 2, 2018?

Carnahan mentioned that there is an elections form available on the SC website.

1. **One Minute Items**

**J. Beal** mentioned if anyone is interested in playing softball in the spring to email him.

1. **Adjournment**

It was m/ /F. Villalpando , s/R. Rouch to adjourn meeting. **APPROVED**

Meeting adjourned at 3:03 pm.

 **Next Meeting:** February 7, 2018

 Time: 2:00 – 3:00 pm

 Location: **CE-336**