

# CSULB Staff Council Meeting

## February 10, 2023



### Call to Order (8:31am):

- Land acknowledgement
- Agenda approved by Ann Kinsey & Susan Tsuji
- Minutes approved by Laura Emery & Ann Kinsey

### Officer's Reports:

#### Chair (Alessandro Russo):

- Thank you to Laura Emery for her work on updating the Staff Council website
- Review of the Staff Council Mission:  
*The mission of Staff Council is to actively support the role of the University and to develop, maintain, and encourage positive relationships and communications with our campus community, friends, and neighbors.*
  - All staff are welcome to attend meetings and events even if not members; please invite your colleagues!
- Zoom meeting etiquette reminders:
  - Please stay on mute when not speaking
  - Please display your name on screen if your video is off

#### Vice Chair (Ann Kinsey):

- New member:
  - Ana Canela, Administrative Support Coordinator, Dept of Chicano/Latino Studies
- Thanks to Julie Woods for stepping up as Staff Council Social Media Coordinator

#### Treasurer (Julie Woods):

- Fund balances for the year:
  - LB49er Fund= \$3,270; LBCMP Fund= \$333
- Waiting for See's check for \$234 raised from Valentine's Day campaign
- Pending expense: Trophy for staff award = \$160

#### Secretary (Laura Emery):

- Social media (FB & IG) icons are now prominently displayed on [Staff Council](#) homepage website—follow us and see behind the scenes!

#### Members at Large:

- No report

## Committee Reports

### Ways and Means (Julie Woods):

- See's Candies fundraiser just finished
- Looking at a restaurant fundraiser-maybe Domenico's and The Habit. TBA
- Got ideas? Let us know! Contact Julie Woods. [Julie.Woods@csulb.edu](mailto:Julie.Woods@csulb.edu)

### Staff Development (Susan Tsuji):

- [Tour of Carpenter Center](#):
  - Tuesday, Feb. 28; 2 sessions: 12pm or 12:30pm
  - Learn about history, see displays and backstage
  - 20 people max capacity—sign up now:  
[https://csulb.qualtrics.com/jfe/form/SV\\_24VAB8oHR8gR8kC](https://csulb.qualtrics.com/jfe/form/SV_24VAB8oHR8gR8kC)
- [Innovation Space Tour](#)
  - Wed., March 15
  - Experience the 360° Theater and a Virtual Reality demo; see 3D printing and laser cutting services available to faculty, staff, and students.
  - 20 people max capacity- sign up now:  
[https://csulb.qualtrics.com/jfe/form/SV\\_aXFJ4gN5yg6wydE](https://csulb.qualtrics.com/jfe/form/SV_aXFJ4gN5yg6wydE)
- [CSU Academic Resources Conference](#)
  - May 30-June 2, in Monterey, CA
  - All CSU Staff are invited!
  - Offers four tracks in: budget, human resources, professional development, and student success. This year, piloting two sessions on Catalog and Curriculum.

### Nominating Committee:

- [Nominations for Staff Council's Outstanding Staff Award](#)
  - Applications now open – please share
  - Deadline: Friday March 3, 5pm
  - Nominations may come from any member of staff, faculty, or students, including self-nominations.
  - Any staff member of the University, Forty-Niner Shops, CSULB Foundation or Associated Students Incorporated with at least (5) five years of employment on the CSULB campus is eligible to receive award.

### Special Events:

- Spring 2023 Staff Day!
  - Wed., March 29, 11-1pm at the The Bookstore
  - Tabling from campus orgs
  - Raffle prizes!
  - Photos with Elbee!
  - IF you have ideas for orgs who should table, let us know!
  - If you know of good places from which to get donations, let us know

- Staff Day at the Dirtbags Baseball Game:
  - Tuesday, March 28
  - Free Day for Faculty and Staff!
  - 4 tickets max
  - Stay tuned for sign-ups!

## Bylaws

- The Exec Team is looking at policies and may want to make some updates e.g., need to better define the Members-at-large role.
- Editorial changes can be made without Council approval, but substantive changes must be approved by the members.

## Special Reports

Pei-Fang Hung:

- Child Family Center concerns: several faculty & staff members impacted by closure
- Academic Senate Exec: will be discussing perceptions of staff shortages on Tuesday
- Academic Senate: still working on Curricular and Education Policies Council (CEPC) with proposal to add 2 staff advisors.

## Guest Speakers

### Heidi Girling-

Worked in health services for 20 years!

- Teaches meditation for students.
- Leads meditation group in the Kleefeld museum, Thursdays 12:30-1:15 with art!
- Did a meditation exercise at the meeting; Gentle movement and stretches, belly breathing for calming yourself when stressed; breath can impact your mood and activate your “rest & digest” mode instead of “fight or flight;”
- During summer and winter breaks – teaches series of 4 sessions about different types of meditation for faculty and staff
- Looking for spaces on campus to offer meditation to staff: If you have a conference room and would like to have meditation sessions, contact Heidi (it’s free). Can do during lunch. Alessandro stated that this could be brought up as a Staff Dev 2030 initiative.

### Marvin Mayo

Director, Instructional Technology Support Services

#### Academic Technology Services

- We manage Canvas/BeachBoard, provide instructional technology, tech in the classroom
- Looking to offer more staff opportunities
  - What would you like to learn about? For work or personal lives, resources that help you support your faculty and students?
  - Please complete survey and let us know:  
[https://csulb.qualtrics.com/jfe/form/SV\\_81CooBHqzOTCu46](https://csulb.qualtrics.com/jfe/form/SV_81CooBHqzOTCu46)
- Visit ATS [Staff Workshops](#) menu for upcoming events

## Discussion Related to Staff Training on campus:

KS:

- Feels staff was left out of trainings when the pandemic hit & it is good to offer staff incentives to participate in trainings
- Q: Is Discord a tool that we can adopt?
  - Marvin: Teams does similar things—but we can discuss; may be a security issue; good to keep within the MS ecosystem.
  - SM mentioned that it's more of a student tool.
  - JL seconded that—and mentioned Teams would be better than Discord

LT:

- ITS offers [training for staff](#); can request group training or one-on-one; talk to Kerri Sorensen.
- Monthly staff Learning and Development newsletter is distributed by DAF – has training links.
- ITS tries hard to make sure everything is secure—if you are thinking about using in a third-party app (not supported by university)—be careful about security.

CR:

- We need to reach students “where they are;” probably won't find centralized support for some apps like Discord

JW:

- Suggests training staff about using social media tools, e.g., LINKTREE
- Angela Ratzlaff in Strategic Communications may help with social media

KB:

- Q: Should Staff council BeachBoard be converted to Canvas?
  - Not as effective as Teams

AR:

- When we look at staff, we should not forget our colleagues in BBS and find out what technologies they may use or want to us and be trained on.
- Confusion for staff to know where they can get training because there is no centralized location where staff training opportunities are listed. There is discussion of a professional staff development area within Beach 2030.

## Open Announcements

KB:

- Grad Fair:
  - March 13-16 at Bookstore
  - Students buy caps and gowns
  - New clothing for this year
  - Grad gram” in Daily 49er

- Custom sashes—it's a thing now
- Let Kristin know if you want to table at the event

LL:

- Life Matters Webinar – see flyer
- CalPers Retirement Workshops March 2; CalPers prefers virtual meetings

HG:

- Special collections of Library, 3<sup>rd</sup> floor
  - Tours available!
- Medieval manuscript will be on display at Kleefeld in Feb. Lecture on special manuscript occurs Feb 14, 12-1pm

LE:

- ATS MediaSpace Workshop for Staff and Faculty
  - Feb. 17, 10am
  - Details and Registration: <https://www.csulb.edu/academic-technology-services/events-and-workshops/mediaspace>
  - MediaSpace is like a custom YouTube site for CSULB; no ads and can customize who sees content. Feeds into Canvas and BeachBoard.

JW:

- Karaoke Mixer for CSULB Staff
- Wed. Feb 22
- [Glory Days in Seal Beach](#)
- Singing starts 6:30
- Open event! Informal! Bring friends & colleagues

AR:

- Remember that as Staff Council Chair, Alessandro is also a Staff Senator and on Academic Senate Executive
- In Academic Senate they have been working on the charge for the Curriculum & Educational Policies Council (CEPC)
  - Trying for over a year to add staff on CEPC.
  - 2 staff advisors have been voted in though an amendment to make staff advisors non-voting along with members from ASI and Administrators is up for a vote. ASI members do not support this proposed amendment.
- Alessandro will be happy to convey any staff concerns unrelated to collective bargaining to AS

## **Adjournment: 9:56am**

- Approved by Jennifer Lares and Wendy Lopez

Minutes respectfully submitted by: Laura Emery, Staff Council Secretary