

STAFF COUNCIL MEETING MINUTES - Wednesday, July 9, 2025**Ex Officio Members Present:**

Executive Board: Jessica Li (President), Sam Bethel (Vice President), Corey Kowalczyk (Communications Officer)
Andrew Palos (Clerk)

Voting Staff Council Members: D. (Dan) Perez-Sornia, Daniel Tayakin, Hannah Ogden, Ifeoma Nzerem, Emily Grove, Stephanie Heim, Nzerem, Jordan Demos, Kimberly Bruno, Madeline Meininger, Roxanne Lucas, Lisa Mayorga, Sara Rinaldi, Selin Ozguzer, Kellie Samson, Tina Ricafrente, Tyler Marie Weber, Vincent Hom

Voting Members Absent: Christopher Witte, Gustavo Cabezas III, Lisa Mayorga, Paris Charles

Guests in Attendance: Staff Members

Welcome/Roll Call (Determination of Quorum)/Approve Staff Council Meeting Minutes – Jessica Li, President (12:02 PM-12:06 PM)

- Meeting called to order at 12:00 PM by the Staff Council President.
- Notice made that the meeting is recorded for note-taking purposes.
- Bylaws state meetings are open to all staff including the President's Cabinet and Leadership Team and there will be a Q&A/open discussion session during the meeting for all staff in attendance.
- Staff Council Member roll call conducted: 18 present, 8 absent, quorum reached.
- Minutes approved for May and June 2025.

Updates from Executive Board – Jessica Li, President

- HR updates: President Aceves begins August 1. Upon his onboarding searches for VP of Development and VP of Marketing will commence. HR has moved to Lone Mountain North, 3rd floor.

Update on the Staff Council Subcommittees – Sam Bethel (12:06 PM -12:20)

- **Awards and Recognition – (Vincent Hom, Chair)**
 - **Merit and Award Questions**
 - No subcommittee meeting this month
 - Still determining arrangement for subcommittee
- **Communications - (Selin Ozguzer, Chair)**
 - **Subcommittee Meeting - 6/30**
 - Rotating subcommittee chair, quarterly - Selin first chair.
 - Developing ideas for monthly newsletter - Hope to have evergreen content
 - The goal is to make the newsletter more interesting for staff. Increase involvement.
 - A brainstorming document has been created for newsletter content. If general public has any ideas, they can email the staff council email to share their ideas/opinions
- **Elections & Governance - (Daniel Tayakin, Interim Chair)**
 - Chair for subcommittee to be determined
 - In progress - updating election timeline from early May to earlier in the academic year in order to avoid scramble to receive nominations, and offer more time for candidates to decide on nomination decisions..
 - In progress - updating timeline for recruitment for staff council. Increase recruitment efforts for the Fall because previous years recruitment has been focused primarily in Spring. Hopefully the effort to move to fall will increase interest.

- **Inclusion, Diversity for Education and Accountability –(D. Perez Sornia, Chair)**
 - **First subcommittee meeting scheduled for July 21.**
 - Previous members are invited
 - In progress -A recommendation for the University to formally acknowledge Indigenous Peoples Day, which has not received institutional recognition since 2022.
- **Campus Accessibility and Safety -(Ifeoma Nzerem)**
 - First subcommittee meeting. Determined rotating chair, quarterly, Chris Witte is first chair.
 - One card update - one can receive a physical card - For security reasons, on form of access is permitted. You may not use both mobile one card and physical one card. If staff loses the card then it is a \$30 replacement fee.
 - Stephanie Heim - One Card explanation, preferred method is mobile phone. A physical one card is a back up in the circumstance where one doesn't have access to a mobile one card. If someone prefers a physical one card then follow up with One Card with a request, cc Stephanie Heim (smheim@usfca.edu)
- **Professional Development – (Kimberly Bruno, Chair)**
 - The subcommittee met last week.
 - The chair role is determined to be rotating, quarterly. Current is Kimberly Bruno
 - The subcommittee is still getting acquainted with each other and the charge of the subcommittee.

Update on Other University Committee(s) (12:20PM - 12:25 PM)

- Elisabeth Merkel -University Budget Advisory Council (UBAC): No new updates. UBAC will not be meeting until September.
 - UBAC - participates in how resources are allocated at the University. UBAC meets monthly to work through the operating [budget timeline](#).

I. New Business/Q&A/Open Discussion (12:25 PM-12:34PM)

- Call to Campus Accessibility and Safety about questions regarding procedures and understanding about potential ICE presence
 - Campus Accessibility and Safety Subcommittee says ONE card office is prepared in case of an event. The subcommittee will move forward with the discussion.
 - Public Safety shared they are prepared in case of the event an ICE agent is on campus. The highest and second highest public safety officer will address and handle ICE agents
 - To further support staff, communications subcommittee will consider including resources to how to better prepare staff when encountering ICE on campus and/or outlining next steps to escalate to Public Safety
 - The President's Office sent a protocol to the University in January.
- HR move to Lone Mountain uncovered a surplus of supplies

II. Announcements (12:34PM - 12:35PM)

- Student Life is looking for staff and faculty volunteers to help students move in on August 13th.
- Move-In Volunteers Needed:

- Move-In Day is happening on Wednesday, August 13, and we're looking for staff and faculty volunteers to help with parking lot flow, shuttle driving, the luggage tent, and the hospitality area. Please sign up by Friday, July 25
- <https://docs.google.com/forms/d/e/1FAIpQLSeaEFpivo0zDYeBxixdpR6kYSzIWE9Wgz2UUDqJyVE0TjhpRg/viwwform>

III. Meeting Adjourned at 12:36 PM by Staff Council President

Next Meeting: August 13, 2025

Full schedule on [staff council webpage](#)

SUMMARY OF MOTIONS

➤ n/a

SUMMARY OF ACTION ITEMS

➤ n/a