



UNIVERSITY OF  
SAN FRANCISCO

University  
Staff Council

## University of San Francisco Staff Council Newsletter

September 2023



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### Message from the Staff Council Executive Board

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While the summer felt short-lived, it is exciting for the campus to be bustling with students, events, and lots of connection again. We hope the academic year is off to a great start for everyone. We know this year may come with many challenges given the

great start for everyone. We know this year may come with many challenges given the landscape of the university, but we hope staff may come together to support one another throughout this year. The Staff Council believes we can show up for each other and focus on what we need collectively rather than individually.

The Staff Council has hit the ground running to deepen our role in shared governance on campus, listen to the voices and experiences of all USF staff, and provide guidance and feedback to leadership on important issues that affect staff. Our subcommittees have been formed and are working on various action items we've developed based on feedback from staff. We are working through methods to prioritize what we will tackle. We will be posting our active action items and progress on our website, so you can stay informed about the Staff Council's work.

Remember, we are each other's biggest advocates.

We invite you to attend the Staff Council meetings, explore our website, and most importantly, get involved. Feel free to email us at [staffcouncil@usfca.edu](mailto:staffcouncil@usfca.edu) with any questions, concerns, or even celebrations.

#### **Staff Council Executive Board**

Domonique Crosby, Staff Council President

Jill Ballard, Staff Council Vice President

Melissa Thompson, Staff Council Immediate Past President

Amy F. Joseph, Staff Council Clerk

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## **Staff Council Meetings**

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Please join us for the next Staff Council meeting on Wednesday, Sept. 13, from 12–1 p.m. The September agenda is available on our [Staff Council website](#).

To register for the September meeting, click the button below.

[Register for the September 2023 Staff Council Meeting »](#)

**Important Note:** After the September meeting, registration will no longer be required. For the remaining fall 2023 Staff Council meetings, staff can directly join the meeting using this zoom link: <https://usfca.zoom.us/j/87396988358>.

This link will also be posted on the Staff Council website.

[Staff Council Agendas & Meeting Minutes »](#)

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## What has the council been working on?

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The president of the Staff Council, who serves as a constituency representative at the Board of Trustees meetings, attended the first training and will attend the next Board of Trustees meeting where she will be able to ask questions and participate fully in everything except the executive session meetings.

The Executive Committee approved sending out a full survey to staff to help the Staff Council learn about staff's needs and priorities, among other things. The survey is expected to launch in October.

Staff Council Subcommittees were asked by the Executive Board to determine their top priority action items for the year. For those who have completed this task, the priorities are as follows:

### **Communications:**

1. Produce a monthly newsletter
2. Maintain and improve the Staff Council website

### **Elections & Governance:**

1. Run elections and update the bylaws, as needed
2. Work on shared governance opportunities for staff across the campus community

### **Inclusion, Diversity for Education & Accountability (IDEA):**

1. Focus on equity and inclusion support for staff
2. Continue addressing mental health resources for staff

## Institutional Effectiveness & Safety:

1. Continue to follow up on the previous year's One Card recommendations
2. Research remote work policies and expectations during emergency closures

## Professional Development:

1. Create a Staff Council welcome letter for new employees
2. Research bringing back staff sabbaticals

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# Recognizing Staff Accomplishments

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Thanks to staff suggestions and the work of the Awards and Recognition Subcommittee, the Staff Council website now has a **web page to recognize staff accomplishments**. Staff are invited to submit their own or another staff member's accomplishments for recognition using **this form** (please make sure to get the staff member's permission if submitting on another's behalf). Entries may be edited for length and clarity before being posted. Questions? Email [staffcouncil@usfca.edu](mailto:staffcouncil@usfca.edu).

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## Contact the Staff Council

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Staff members can submit comments, questions, and concerns through the **Staff Council website**. Submissions may be anonymous. Please submit your comments **here**. The council values all staff input!

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### Staff Council Members

Jill Ballard  
Claudine Bibeau Parks  
Steven Bosso  
Kimberly Bruno  
Danielle Castillo  
Janice Chuakav

Janice Charkay  
Domonique Crosby  
Erin Echols  
Ella Frazer  
Amy F. Joseph  
Corey Kowalczyke  
Carolina Martinez  
Joshua McDermott  
Elisabeth Merkel  
Mark Papadopoulos  
Tina Ricafrente  
Alexandra Schaeffer  
Tim Swift  
Melissa Thompson  
Will Vitagliano  
Luwei Xie  
Nicholas Ynami  
Ken Yoshioka

Website: [myusf.usfca.edu/staff-council](http://myusf.usfca.edu/staff-council)

Contact us: [staffcouncil@usfca.edu](mailto:staffcouncil@usfca.edu)

Join the conversation **#USFCA**



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