

STAFF COUNCIL MEETING MINUTES - Wednesday, June 12, 2024

Voting Members Present:

Executive Board: Domonique Crosby (President), Will Vitagliano (Vice President), Carolina Martinez (Clerk and Meeting Recorder)

Staff Council Members: Andrew Palos, Daniel Tayakin, Ella Frazer, Erin Echols, Ken Yoshioka, Mark Papadopoulos, Nicholas Ynami, Steven Bosso, Tina Ricafrente, Jessica Li, Vincent Hom, Luca Ameri

Voting Members Absent: Alexandra Schaeffer, Corey Kowalczyke, Gustavo Cabezas III, Kimberly Bruno, Pedro Gonzalez,

Guests in Attendance: Staff Members

I. Welcome/Roll Call (Determination of Quorum)/Approve Staff Council Meeting Minutes 4/10/24 – Domonique (2 min)

- Meeting called to order at 12:04 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: 15 present, 5 absent, quorum reached.
- Meeting minutes from the May 08, 2024 meeting were approved via email by the Staff Council on May 15, 2024.

II. Updates from Executive Board – Domonique (4 mins)

- Our annual report has been submitted to Father Fitzgerald and Diane Nelson, our staff council liaison, and it's also available on the website for anyone interested in our achievements from last year. We're thrilled to share what we've accomplished. As June marks the beginning of our third term, we also have a new executive board, which is exciting as we move forward.
- Our Executive Board is as stands: Domonique Crosby will continue as our President. Will Vitagliano will be serving as our Vice President. Carolina Martinez is our new Clerk.
- The Executive Board will meet in a couple of weeks to plan and discuss the direction for the upcoming year. As a new term begins, this meeting will focus on planning and preparing for new initiatives.
- The Vice President reviewed the Staff Council Subcommittees interest form. Members are should complete the form by June 21, 2024. The Executive Board will send out subcommittee assignments by July 5, 2024.

III. Update on the Staff Council Subcommittees – Will (7 mins)

Professional Development – Mark Papadopoulos (Chair)

- o The Chair explained that in a recent rundown meeting, the Professional Development Subcommittees was pleased with their accomplishments this year, though they planed to address a few more items over the summer, especially considering the budget constraints. They are focused on fostering campus involvement despite the financial challenges.
- o Mark Papadopoulos announced that he has accepted a position at Cal Berkeley starting July 2nd.
- o The Chair explained that Tina and Kimberly will continue to lead, and expressed his gratitude to the staff council for making a difference on campus.

Campus Accessibility and Safety - Steven Bosso

- o Health and Safety Committee doesn't meet during the summer, there are no updates to provide, and there won't be any for the next couple of months as the Campus Accessibility and Safety Subcommittees serves as a liaisons between committees.
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Inclusion, Diversity for Education and Accountability – Erin Echols

- o In their last subcommittee meeting with Danielle, they discussed developing a staff free expression policy, inspired by practices at other institutions. They decided to collaborate with other campus groups on this initiative and aim to make the policy accessible on the Staff Council website for ease of use. They plan to meet with Sabrina Kwist (ADEI), and Ryan and Lester, who handle the student demonstration policy, to explore connections. As we approach the fall election cycle, it's important to clarify staff rights and safety on campus. The subcommittee is small but eager for new members.

Communications - Ella Frazer (Chair)

- o Nicholas Ynami completed the last newsletter, the Chair thanked to him for his efforts.
- o The subcommittee's process of collecting and distributing information via the newsletter has been straightforward. However, they see opportunities to take a more proactive approach in sharing relevant information with staff.
- o This summer, they plan to review the calendar for the upcoming year to organize communications around key dates and information for new staff and campus-wide deadlines. They'll document everything in the communications subfolder on our drive, and anyone interested in joining the team is welcome.

Awards and Recognition – Ken Yoshioka (Chair)

- o The Chair reported the Awards and Recognition subcommittee assisted HR at the Service and Merit Awards ceremony, and thanked those Staff Council members who volunteered.

Elections & Governance - Carolina Martinez (Chair)

- o The Elections & Governance subcommittees completed the Staff Council election process, including the executive board positions. We also selected a new representative for UBAC.

IV. Update on Other University Committee(s) (2 mins)

University Budget Advisory Council (UBAC): Elisabeth Merkel

- The President noted we aimed to appoint staff members to serve on UBAC and then provide updates to Staff Council. A spot recently opened up, and Will Vitagliano has graciously agreed to take on the role of UBAC representative for us. Will will serve on UBAC and keep us informed about their discussions. Elizabeth, who was our appointee last year, will continue serving on UBAC in a leadership role. In the future, we'll need to appoint another member to UBAC when another spot opens. For now, we appreciate Will stepping up for this role.
- Will previously served on a similar committee at the University of Vermont, both as a student on the Board of Trustees and as a staff member. He is passionate about budgeting and not afraid to ask questions. He is excited to be a member of this committee this year and look forward to contributing.

V. New Business/Q&A/Open Discussion (17 mins)

Topic: Hybrid Work

- A staff member inquired if the topic of defining hybrid work and its implications has been discussed, particularly regarding roles that are student-facing. From his perspective, it's crucial for those in student-facing roles to have a presence on campus during the fall and spring semesters. He is interested in understanding how USF has defined hybrid work and its impact on both student-facing and non-student-facing roles, especially considering equity issues like remote work options and state income tax differences. I'm curious if this topic has been addressed.

Topic: Staff Socials

- A Staff Council Member noted he would like see more staff socials organized as it was a great way to meet colleagues in person who they've only seen on Zoom or haven't seen in years. These events really contribute to building community, and he thinks even impromptu gatherings would be valuable.

Topic: New Staff Onboarding

- A new staff member expressed gratitude to the staff council for having this discussion, noting its value for newcomers. This feedback led to a staff council member suggesting the need for more coaching and mentorship opportunities for new employees.
- The president reminded the staff council that a welcome letter is sent to new staff members each month. Although it might not be on their first day, the letter aims to introduce them to the staff council and its activities. There is also an opportunity to further discuss how we can improve this process.
- The new staff member explained the their internal division also had an onboarding buddy system in place to assist with knowing the University more.

VI. Announcements (0 min)

- None.

VII. Meeting Adjourned at 12:45 PM by Domonique Crosby, Staff Council President

Next Meeting: Wednesday, July 10, 2024

Full schedule on [staff council webpage](#)

SUMMARY OF MOTIONS

- None.

SUMMARY OF ACTION ITEMS

- None.