

STAFF COUNCIL MEETING MINUTES - Wednesday, August 14, 2024

Voting Members Present:

Executive Board: Will Vitagliano (Vice President), Carolina Martinez(Clerk)

Staff Council Members: Alexandra Schaeffer, Andrew Palos, Vincent Hom, Corey Kowalczyke, Erin Echols, Ken Yoshioka, Steven Bosso, Jessica Li, Daniel Tayakin

Voting Members Absent: Gustavo Cabezas III, Kimberly Bruno, Luca Ameri, Nicholas Ynami, Pedro Gonzalez, Tina Ricafrente

Guests in Attendance: Staff Members

I. Welcome/Roll Call (Determination of Quorum)/Approve Staff Council Meeting Minutes 8/14/24 – Will Vitagliano (6 min)

- Meeting called to order at 12:04 PM by the Staff Council Vice 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: 11 present, 6 absent, quorum reached.
- Approval of Staff Council Meeting Minutes for June 12, 2024 meeting.

Motion

- Meeting minutes from the June 12, 2024 meeting were approved. The motion to approve was made by Ken Yoshioka. Second motion was made by Daniel Tayakin. Motion carried.

II. Updates from Executive Board – President (8 min)

- William, the VP of the Staff Council, welcomed everyone back to the start of the new academic year and explained the attendance policy. He reminded the team to familiarize themselves with the bylaws and informed them that each person is allowed to miss up to six meetings, provided they notify him and Carolina 48 hours in advance.
- William outlined the process for subcommittee assignments and the need for each group to determine their committee chair for the year. He also mentioned a special election for the Staff Council Executive Board to fill the vacancy left by Dominique's departure. Additionally, he encouraged both represented and non-represented staff to consider running for the Staff Council to ensure diverse representation. Lastly, he emphasized the importance of each subcommittee reporting their activities and updates to the full Staff Council.

III. Update on the Staff Council Subcommittees – Vice President (11 min)

Awards and Recognition – To come (Chair)

- o No updates to provide

Communications - To come (Chair)

- o No updates to provide

Elections & Governance - Daniel Tayakin (Chair)

- o The Chair will work closely with the Vice President and the Clerk to get two elections going. One is to fill the president position and possibly the Clerk role based on the election results.
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Inclusion, Diversity for Education and Accountability – Erin Echols (Chair)

- o The Chair provided updates on the subcommittee's work, including plans to meet with Sabrina Quist for guidance on staff activism and protest rights, as well as discussions around paid time off, sick and vacation time, and salary transparency.
- o It asked about the timeline for these discussions, and Erin clarified that the conversations had started in June, before Father Fitzgerald's email on policies and guidelines for protests.

Campus Accessibility and Safety - To come (Chair)

- o No updates to provide

Professional Development – Jessica Li (Chair)

- o The Chair shared updates from the Professional Development subcommittee, which is considering the definition of professional development and seeking input from staff members.

IV. Update on Other University Committee(s) (1 min)

University Budget Advisory Council (UBAC): Will Vitagliano

- Will updated the Staff Council that the UBAC Committee has not met this term.

V. New Business/Q&A/Open Discussion (1 min)

- No New Topics

VI. Announcements (1 min)

- Carolina wishes everyone good luck with the start of the new semester and reminds everyone to use their resources and stay informed.

VII. Meeting Adjourned at 12:33 PM by Will Vitagliano, Staff Council Vice President

Next Meeting: Wednesday, September 11, 2024

Full schedule on the [staff council webpage](#)

SUMMARY OF MOTIONS

- Meeting minutes from the June 12, 2024 meeting were approved. The motion to approve was made by Ken Yoshioka. Second motion was made by Daniel Tayakin. Motion carried.

SUMMARY OF ACTION ITEMS

- The Executive Board will work with the Elections & Governance subcommittee to complete an election for the Executive Board.