



Chancellor's Staff Advisory Council Minutes for 10.14.10

Members Present: Mayra Alcala, Hazel Ando, Lia Cabello, Sandra Camp, Ryan George, Natalie Fawcett, Mary Hilligoss, Sally Lombrozo, Julie Miller, Kathy Murray, Emily Parsons, Barbara Piszczek, Jose Raygoza, Timothy Sullivan, Kimberly Tapia, Mary York, Judy Zachary-Smithson

Non-Voting Members: Kevin McCauley,

Members Absent: Denise Rinaldi, Nadia Tapia, Christopher Wilderman, Lydia Davenport (non-voting)

Meeting called to order in Cheadle 5123 at 10:06 a.m.

- I. Welcome and Quick Intros (10:07 a.m.)
 - Chancellor introduced [himself as well as](#) Maria Herrera-Sobek, Debbie Fleming, Ron Cortez, ~~Julie Miller~~, [and](#) Mark Fisher.
 - Guest Speaker: Chancellor T. Yang (10:10 a.m.)
- II. Topic: Does he feel strongly about any issues that CSAC should address?
 - Chancellor mentions a meeting will be held on October 29 from 10 a.m. – Noon to discuss retirement, pension and healthcare. UC regents will also be discussing these issues at their November meeting.
 - Ron Cortez mentions that sustainability is another issue of concern. The university is currently reviewing ways to save money for staff, provide training and innovative ideas to conserve energy.
 - Mark Fisher would like to reinvest in training and review our succession planning in a thoughtful manner.
- III. Topic: What are Chancellors “goals” short term (1-5 years) & long term (6-10+ years) for CSAC?
 - Mark & Ron discuss four areas to create operational effectiveness 1.) Campus personnel, 2.) Information technology, 3.) Shops and 4.) Ticket & events. We are currently reviewing our financial systems and collaborating with other campuses to bring our system to modern times.
- IV. Topic: Could the Chancellor's Advisory Committee on the Status of Women (CACSW) become a committee within CSAC?
 - Dr. Maria Herrera-Sobek mentions that it would be difficult to merge the two committees together.
 - Chancellor adds that even though merging the committees would be well intended his concern is that it may lose its focus. We would be happy to provide you a list of the current committee members.
 - Kevin states that CSAC currently provides nominations for this committee.
 - Dr. Maria Herrera-Sobek works closely with the chair.
- V. Topic: Does the Chancellor support the idea of an IV Community Center? Why has it been talked about for 40 years and still no center? What is he willing to do to support the project?

- Chancellor states that IV is complex with events such as Halloween and Floatopia. This year marks the 10th anniversary of 4 students killed in a high speed crash in IV.
- Chancellor mentions the contributions the university has made to IV. The university contributes 1 million each year. Student Affairs has created a presence in the community by changing the image of [Santa Catalina](#) and providing counseling services.
- Debbie provides updates on the IV Community Center. The Community Center will be 7500 sq. ft. and will have a park area, fields, basketball court, teen center, etc. It is estimated to cost 7.5 million and 75K to maintain each year. Grant writing efforts have been underway.
- Chancellor explains the university has about 640 acres of open land and he is proud to announce that San Clemente has received the Sustainability Award.

VI. Topic: What actions has this campus taken to address hate incidents targeting underrepresented students? And does the Chancellor see room for improvement in addressing and curbing these incidents? If so, what can the university do differently?

- Chancellor discussed that over the last year there have been incidents at UCSD & UC Davis. Each of the incidents has been met with campus protesters. We have [1](#) [one](#) representative from each UC campus and our representative is Debbie Fleming.
- Debbie Fleming states that Angie Bryan is the Hate Incident Response Coordinator for UCSB. Ms. Bryan provides support for victims, coordinates campus programs and works with our local police department. Any individual(s) involved in a hate incident will be brought up on charges and/or dismal may be handed down by the Faculty Conduct Committee.
- Debbie mentions that during frosh orientation students are given the statement of campus standards, campus conduct video is presented, letter from Vice Chancellor Michael Young, small group discussions are provided to a strong message regarding hate incidents. Proactive programming is provided throughout the year from *Speak Up Against Hate Week*, pledge card, student panels, etc. UC just launched an online reporting system for administration to keep track of the hate incidents. Record of hate incidents have been posted on the Student Affairs website for the past 9 years.

VII. Topic: Open Enrollment and Healthcare increases for the year 2010 is very misleading. What can the campus do to get more detailed information out to staff immediately, regarding the 47% percent of employees who will see increase?

- Chancellor suggests that HR will be providing fliers regarding the open enrollment and rate changes. About 70% of the campus employees are a member of Healthnet. The Healthnet HMO is introducing Blue & Gold, a reduced rate program for UCSB staff & faculty.
- Chancellor mentions that mutual understanding is so important in this matter.

VIII. Approval of Minutes (10:41 a.m.)

- The month minutes were approved unanimously.
- Motion [to-for](#) approval Hazel, second Sally.

IX. Co-Chair Announcements (10:42 a.m.)

- Mayra sent updates on the rosters, by-laws and committees.
- Ryan would like to review our website to make it more of a resource for current staff members. Ryan would like for all CSAC members to [bring a copy of their](#)

~~bio to~~ email him a short biography for our website by our next CSAC meeting. He would also like to post our pictures on the website.

- Mayra would like for us to take a group picture at one of our upcoming meetings to post on our website.

X. Topic: Increase Visibility of CSAC (10:45 a.m.)

- Hazel And~~to~~, Athletics would like for the council to attend UCSB sporting event. The announcer can highlight the CSAC organization during half-time. A basketball game would be her recommendation.
- After further discussion, weeknights work best for everyone Tuesday, Thursday or Saturday. Hazel will email the group possible dates for November, January, or February.
- Leah recommends CSAC t-shirts or hats to identify ourselves at events.
- Kevin would like for CSAC members to table in front of the UCEN.
- Kim would be willing to review pricing for buttons and ribbons.
- Mary is concerned with the cost of t-shirts and suggests that we wear the same color t-shirt instead.
- Sandy Camp is willing to announce CSAC updates at the PWA meetings.
- Sally added that we should provide questionnaires during tabling that address staff issues.
- Mayra would like for the discussion of tabling to be designated to a committee.

XI. Kathy Murry, S-List Update (10:45 a.m.)

- Kathy has no updates at this time, but will provide some at our next CSAC meeting.
- Ryan mentions that it will take a few people to assist the S-List project.
- Mary would be willing to assist with facilitating with this project.
- Mayra would like to promote the S-List to UCSB staff members.
- Hazel suggests that we resend the flier reminding people of the S-List.
- Kevin announces that the delay of the S-List has been due in part to organizational changes and offices being understaffed.

XII. Committee Sign-ups (10:58 a.m.)

- Each committee will need a chair.

XIII. Staff Issues Committee

- Committee Members: Lia Cabello, Emily Parsons, Jose Raygoza, Timothy Sullivan, Judy Zachary-Smithson

XIV. Nominations Committee

- Committee Members: Sally Lombrozo (Chair), Ryan George (~~Chair~~), Denise Rinaldi
- Sally would like to streamline the process for nominations, some examples presented were add new members to CSAC list, provide a closing date, create some templates and forms. She believes an on-going list of each nomination and call out should be included in the annual report.
- Mayra, Judy, and Barbara would like for the nomination information & form to be placed on our CSAC website.
- Sally would like for a campus-wide marketing campaign for the nominations. She will send out the nominations to the S-list, UCEN governance board, HR Admin Services, etc. Self-nomination or nomination form is in-progress.
- Mary Y would like for the council to review the form before we place it on our website.

- Sally will send the nomination form to [Ryan and Mayra the council](#) for review.
- XV. Staff Celebration Week/Luncheon Committee**
- Committee Members: Julie Miller (Co-Chair), Mayra Alcala, Hazel Ando, Lia Cabello, Sandra Camp, Natalie Fawcett, Mary Hilligoss, Sally Lombrozo, Mary York
 - Sandy will coordinate with Staff Assembly regarding the Staff Celebration Week/Luncheon.
 - Sandy Camp would like for a committee to review housing issues.
 - Ryan would like to see if anyone is interested in joining this group.
- XVI. Professional Development Committee**
- Committee Members: Lia Cabello, Mary Hilligoss, Timothy Sullivan, Kimberly Tapia, Mary York
 - Mary would like to review UCOP tuition reimbursement program.
 - Sandy would like to present the outcomes of the All Staff Assembly Rep meeting.
 - Mayra will be emailing the CSAC 2010-11 Committees to the council. Each committee should review the by-laws for their committee and write down their goals as a team. Each committee will report back their goals in our November meeting (goals, delegation list, etc.).
- XVII. Website Committee**
- Committee Members: Sandra Camp, Ryan George, Mary Hilligoss, Emily Parsons, Barbara Piszczek, Nadia Tapia, Judy Zachary-Smithson, Mary York
 - Barbara recommends the website committee be changed to the marketing committee.
 - Mayra would like for the website committee to decide if they would like a name change.
- XVIII. Orientation Committee (possible committee)**
- Hazel would like to have CSAC mentioned during the HR new hire orientation.
 - Mayra suggests that the decision on how to present CSAC during orientation should be reviewed by the orientation committee.
- XIX. Topic: Ad Hoc Committee**
- Committee members: Tim Sullivan, Mary York, Mayra Alcala, Kim Tapia
 - Mary Y would like to gather information from staff regarding changes within the organization cluster.
 - Joseph suggests that clerical employees and bargaining units would be willing to provide you more information regarding the recent changes.
 - Mary Y would like to discuss our role and strategy with the organizational change
 - Barbara believes the reporting structure has caused some confusion. As CSAC members we need to know what is being done. Barbara is willing to work with Sally.
 - Barbara and Sally are willing to work with administration for gathering information.
 - Sandy mentions that Students Affairs is also reviewing these recent changes.
 - Ryan would like to facilitate this discussion by working with Kevin.
 - Tim is concerned with how to approach the unions and does not want to be perceived as taking sides.
 - Ryan, Barbara, Sally will be presenting more information regarding the organizational changes at our next meeting.

- Kim would like to explore succession planning, mentoring, etc. and believes these topics should be placed under staff issues.
- XX.** New Business: Staff Assembly Report (11:37)
- Sandy Camp, Staff Assembly Representative provided updates regarding the Chancellor Award (QSLA). Some upcoming events include Halloween contest on October 29th, and Celebrate the Night an event providing breakfast for staff members who work the late shift.
 - Sandy mentioned the Staff Art Show will be held on Nov-Dec in the Faculty Club. A reception will be held on November 28th to commemorate this event. If you would like more information on this event, connect with Sally Fox in East Asian Studies.
 - Tim suggests that the art show should be shown in a more visible location.
- XXI.** Topic: Star Award
- Sandy discussed how Staff Assembly would like to proceed with the Star Award. This award is given to staff member for their outstanding service.
 - Hazel is concerned about budgetary cost for this award.
 - Mayra implies that Staff Assembly will be covering the cost. CSAC can assist with promoting this award.
 - Mary & Ryan agree with having the award come from staff assembly
- XXII.** Next meeting (11:48 a.m.)
- Revisiting mission & vision statement
 - Ryan would like for the council to discuss if we will be replacing Tom. One option is to suspend our by-laws and put another call out.
 - Hazel would like for us to stay with the numbers we have.
 - Mayra would like to discuss possible speakers for future meetings for either December/January. Mark Fisher and Ron Cortez are some possible options.
- XXIII.** New business
- Hazel would like for the council to adopt an IV family or volunteer in a soup kitchen and/or food pantry during the upcoming months.
 - Mayra would like to revisit how the council would like to present ourselves.

Meeting Adjourned 11:56 a.m.

Next CSAC Meeting: November 10, 2010 10 a.m. – 12:00 noon, Cheadle 5123

Minutes to be taken by: Nadia Tapia

Minutes submitted by Judy Zachary-Smithson