

**Chancellor's Staff Advisory Council
Minutes for 1/11/13**

Members present: Emily Read, Ryan George, Kim Dwire, Cara O'Callaghan, Barbara Piszczek, Kegan Allee, Hazel Ando, Christina Baglas, Cristina Madrigal, Lisa Skvarla, Shayna Ingram

Non-voting members: Kevin McCauley

Members absent: Maria Coombs, Tim Sullivan, Lia Cabello, Lucy Diaz, Scott Simon, Nicole Zavala, Doug Truong

Meeting called to order in Cheadle Hall, Room 5123, at 10:03 a.m.

I. Approval of Minutes (10:04)

- Minutes for December meeting approved

II. Co-chair Announcements/ New Business

- Basketball tickets for February 7th were distributed to present members; tickets for members not present to be sent through campus mail by Hazel. There will be a donor reception inside the Thunder Dome before the game. Woodstock's will not have any pre-game special offers; Hazel asked Ryan to check on other IV options for a committee social before the game.
- Cristina Madrigal will serve at the CSAC representative on the Childcare Advisory Committee but has not been contacted yet by the committee chair(s).
- Doug Truong and Maria Coombs will serve as CSAC representatives on the Staff Housing Committee.

III. Committee Reports

CSAC Website/Marketing & PR

- Barbara reported that the committee met on December 11, 2012 and identified five goals:
 - Website: update bios and add pictures; add a section to send anonymous comments; Barbara will contact Andy Satori.
 - Facebook responsibility will be permanently placed under the jurisdiction of the Website/Marketing & PR Committee; Facebook will be used to host a media library; Christina will talk to Lia about getting access and maintaining the account.
 - CSAC business cards will be crafted by Lisa for members to hand out at events.
 - Barbara will contact Kegan to arrange for at least one more tabling event, possibly two, in February and April.
 - Christina and Barbara are contacting resources to help edit a video on what CSAC is; the committee will discuss the story board for the video at the next meeting.

Development

- Plan to meet in January

Nominations

- Ryan reported the approval of three new members joining CSAC in February: Amy Jacobs, Rick VanHoorn, and Shoroog Tobaishat. Confirmation that new members have been officially invited by Chancellor Yang is pending. * *Kevin gave confirmation of invitation at the end of the meeting.**
- Bruce Miller (our top pick) will be the representative on the Campus Planning Committee.

Staff Celebration Week

- Met in December to review past staff celebration events and brainstorm new ideas.
- Hazel will be meeting with Kevin to find out logistics of securing outside funds.
- For staff social, considering asking local wineries for donations.
- Exploring possibility of Bacara hosting an open house event for staff.
 - Possible ways to limit attendance include “first come, first serve” selection process, specific number of department representatives invited, or a combination of the two strategies. Logistics will be further discussed at next week’s meeting.
- Trash bins will be donated by Marborg for Family Movie Night leaving committee with a budget of a couple hundred dollars; hopefully, the event will be held at the Pollock Theater again; Hazel requested movie suggestions; Barbara suggested “Spirited Away” and Cristina Madrigal suggested “Labyrinth.”
- Chancellor’s Office is in the process of verifying date for staff luncheon. Committee is considering a taco bar instead of sandwiches and will discuss logistics such as time, table set-up, and additional canopies to accommodate this change.

Staff Issues

- Kegan will be scheduling the next meeting for this quarter and is in process of transcribing the feedback from the Winter Warmer. Barbara and Kegan will be exchanging information.
- Shayna will be including veterans in the Staff Issues Committee.
- Kegan is interested in working with Human Resources to create a way for 100% staff members who hold a master and doctorate degree to be compensated for teaching.
 - Summer Sessions and UCSB Extension are able to offer additional pay
 - Currently, there is an inability to compute time/salary more than 100%; stipends are a possible option to explore.
 - It is possible that there is a Californian Code that is connected to this issue.
 - One possible strategy will be to find another UC campus that has a system to build off of to propose to the UCSB administration.
 - Kim and Kegan plan to coordinate ideas and information.

- Christina asked what we currently do with suggestions we receive from staff. The idea was proposed that we post suggestions on the CSAC website with follow-up information to provide accountability and clarifying information to other staff.
 - Kegan will email out transcriptions of suggestions for our review. At an upcoming meeting, the committee will discuss what suggestions to address and focus on.

Staff Issues – Professional Development

- The committee plans to meet; however, due the time restrictions of committee members participating in Gaucho U, only part of the committee will be meeting later today.
- Gaucho U is halfway through the 6 month pilot.

Social Activities Committee

- Winter Warmer was a generally a success
 - Based on lottery ticket numbers, there was slightly less attendance.
 - There were 8 more vendors then last year.
 - Vendors were satisfied with the experience; more was sold possibly because this year people knew what to expect and were prepared to buy with cash.
 - Ryan is unsure if the prizes were posted on the facebook page and will check on it.
 - There were enough refreshments to last the duration of the event.
 - There was expressed concern that the cookies were not homemade and that the packaging of store bought cookies diminished the presentation of the refreshment table.
 - Recommendations for next year include bringing platters to display store bought cookies on and dividing the table into sections based on dietary restrictions to eliminate need for individual ingredient cards.
 - Cara suggested more reminders be sent to staff to bring their own cup and donations to the event.
 - Reminders went out late on the D-list due to Lynn being out of the office and miscommunication among other staff; Kevin was able to push the email through later then planned.
 - The idea was proposed that we find a vendor to sell mugs at the Winter Warmer.
 - Is it possible to get mugs donated to sell as a fundraiser for CSAC?
 - Cara and Emily discussed plans to make poster reminders.
 - Ryan will be setting the next meeting to discuss plans to have a social with alumni during All Gaucho Reunion Weekend (April 25 – 28).

S – List

- Continuing to sign on members.

Staff Assembly Updates – Hazel

- CUCSA conference will be hosted at UCSB this year with a budget of \$2,000 (\$8,000 less than the budget last year's host campus had)
 - There will be a hosted dinner and happy hour at the Double Tree.
 - Christina will ask Greta if interested CSAC members can attend.
- Kegan returned surplus BevMo bags to Staff Assembly.

IV. Old Business

- UC Climate Survey “Answer the Call” has been open for one week and will continue to be rolled out in phases. Kevin mentioned there has been a couple of glitches but that there is currently a 10% response rate which is what is needed to meet the required number of responses.
- Kevin confirmed that new CSAC members have been officially invited by Chancellor Yang.
- Cristina met with Ricardo Alcaino of the Equal Opportunity/Title IX Compliance Office and Kevin to discuss a plan of action to address fundamental issues with the collection of demographic information by the university.
 - A letter is drafted and will be taken to a UC LGBT Directors’ meeting to be endorsed. It will then be taken by Ricardo to two other committees for endorsements and from there to UCOP to ask for UC wide endorsement. The long term plan is to ask other large school systems and esteemed institutions for endorsement to be able to make a case at the federal level. It was emphasized that this is a long-term project.
- Hazel is exploring the possibility to bring a weekly farmers’ market to campus; Kim mentioned that CSAC tried to over 9 years ago.

V. Items for Next Meeting

- Christina will administer an informational survey about the CSAC experience and requested any additions to be sent via email.
- We will go over the feedback recently received from other staff.
- Christina will send out an email with upcoming items due to absentees.

Meeting adjourned at 10:54 a.m.

Next CSAC Meeting: February 14th, Cheadle 5123, 10 am – 12 pm

Minutes submitted by Cristina Madrigal