Chancellor’s Staff Advisory Council
Minutes for January 14, 2016

Members Present:
Barb Beainy, Brett Beisecker, Tracee Davis (co-chair), Erica Diaz, Nora Drake (co-chair), Judy Ann Dutcher, Alejandra Greene, Mayra Magana, Nicole McCoy, Carolyn Meisner, Jennifer Ramirez, Monica Solorzano, Carol Saucedo, Rocío Torres, Mia Weber, Viena Zeitler

Non-Voting Members Present:
Diane O’Brien, Erica Losada (Staff Assembly)

Absent:
Erica Diaz, Taggart Malone, Alma Villa, David Whitman

Guests:
Matt Stern, Matt Bowman

Meeting called to order at 10:06 a.m. in Human Resources Learning Center Room (SAASB)

I. Welcome and December Minutes
   a. Motion by JudyAnn Dutcher, seconded by Nicole McCoy; unanimous approval

II. Chancellor Visit in December
   a. Cynthia Seneriz was detailed/honest—would like to invite her back
   b. Invite individual speakers back for a more detailed session
   c. First 40 minutes were the most productive
   d. For the future, consider a transition from formal business to social discussion over lunch
   e. Also consider meeting with “the experts” first and then meeting with the Chancellor

III. Staff Issues Committee
   a. Deciding on important issues to take to the Chancellor, like diversity training and staff time off for professional development activities
   b. Longer new employee orientation?
      i. Diversity training should be included
         1. Working with Farfalla Borah and David Whitman
      ii. What are other campuses doing?
   c. CSAC workshops
      iii. Work with other groups
   d. Career Counseling for Staff
   e. Host a development fair for staff only (ideal if HR could lead this event)
f. Training the manager
   iv. Manager responsible for transferring information or knowledge to their employees

IV. Winter Warmer
   a. Hot cider was missing and people were requesting it
   b. Total amount spent was ~$80.00
   c. Hot chocolate was semi-donated
      i. Some out of pocket had to be spend on the hot chocolate due to miscommunication between Coffee Bean employees
      ii. Next time, require email confirmation
      iii. We will reimburse Barb for her portion of the purchase
   d. Costco purchase--was it needed?
   e. Continue bringing baked good
      iv. People enjoy this part of the Winter Warmer

V. Staff Celebration
   a. Waiting on date (from Chancellor)
      v. First week of May, traditionally
         1. Prefer to end the week with the luncheon
   b. Everyone will need to help with Staff Celebration and dedicate extra time during the week of events

VI. Marketing
   a. ETS List—some employees with academic titles. Do we opt in for all?
      i. 50 academics employees will opt in if they like instead of automatically enrolling them in the list
   b. The owner of the list will be JudyAnn for the next 8 months
      ii. Cannot be the CSAC Co-Chairs because they rotate
      iii. Will stay with the marketing person each year
   c. CSAC Social Media has increased
      iv. Advertise relevant information for staff
         1. Climate and engagement survey
         2. United Way Candy Grams

VII. Staff Assembly
   a. UCSB is hosting CUCSA meeting on March 3rd
   b. The Staff Citation of Excellence Awards will receive nominations until February 19, 2016
   c. Other forms of recognition without monetary prize
      i. Special recognition for service
      ii. Nomination numbers are usually low, so we need to encourage staff to nominate their peers and coworkers

VIII. Other
a. Ventura Connection
   i. Mixer January 27, 2016
      1. Inspirational Ted Talk
b. Professional Development
   i. Support Gaucho U
   ii. Mentorship Program

Second half of meeting: presentation on “Green Dot” bystander intervention training by Matt Stern and Matt Bowman, UCSB Police Dept.

Meeting adjourned at 12:00 p.m.

Minutes submitted by Mayra Magana