



## Chancellor's Staff Advisory Council Minutes for July 14, 2016

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### Members Present:

Tracee Davis (co-chair), Nora Drake (co-chair), Alejandra Greene, Brett Beisecker, Alma Villa, Mayra Magana, Judy Ann Dutcher, Nicole McCoy, Barb Beainy, Carolyn Meisner, Nancy Emerson, Jennifer Ramirez, Rocio Torres, Mia Weber, Carol Saucedo, Viena Zeitler, Monica Solorzano, Nancy Emerson

### Non-Voting Members Present:

Amanda Kritzberg, Diane O'Brien

Meeting Called to order at 10:05 a.m. in Chancellor's Conference Room, 5123 Cheadle Hall

- I. Welcome and Minutes**
  - a. Motion by Nicole McCoy, Seconded by Nancy Emerson. Unanimously approved.
  
- II. Committee Reports**
  - a. **Events Committee**
    - i. No summer events/tours
      1. No time
  - b. **Staff Issues**
    - i. No Updates
      1. Co-Chairs Carolyn Meisner and Monica Solorzano
      2. Climate Survey Committee
      3. Email LGBTQ proposal papers
      4. Viena's group proposal
      5. Two more proposal papers are missing
        - a. Proposals have not been, should be submitted all at once
          - i. Request to Ricardo Alcaino for the other proposals
          - ii. Carol Saucedo has no access to proposals
        - b. **(Old Business)** Position Papers- Prepare paper(s) to support and provide to the Chancellor. Possibly discuss when he comes to our annual meeting.
        - c. We need bullet points or brief summary of each proposal. This will help discuss and know what we would like to supporting. As well as narrow our choices
        - d. Tracee will scan all four proposals and email to everyone
      6. Temporary Writing sub committee
        - a. For proposal paper(s)/ Position Paper

**c. Marketing Committee**

**i. No Report**

**ii. Staff Assembly- Nancy Emerson**

1. CUCSA Meeting
2. They are currently holding their co-chairs elections for 2016-2017
3. More details to come about the meeting. Nancy Emerson will email everyone

**iii. Other Representatives**

**1. Gaucho Mentor Connection**

- a. Gaucho Mentor Graduation Ceremony took place June 28, 2016.
  - i. New Mentors/Mentees Applications for 2016-17 are still being accepted
  - ii. The goal is that the program can be eventually managed through Human Resources

**d. New Ideas/ Developments**

1. Human Resources- Video tape New Employee Orientation for those who are unable to attend
2. Abbreviations list for new employees as a resource
3. Coffee once a month with new employees
4. For Winter Warmer we would like to add more tables
5. Five-year special recognition in the works for staff
6. Staff Logo is being developed
  - a. Contest for people to submit designs to be possibly used as the staff logo
    - i. No further details available at this moment
7. **Gaucho Growth**
  - a. Series will offer three lecture sessions to all staff
  - b. Event dates July 13, 21, and August 31
  - c. This idea came from Gaucho U
  - d. Hoping Human Resources will take on these series and offer them on quarterly basis
8. **Town Hall Meeting July 29**
9. **Brief discussion regarding community service in Isla Vista**
10. **Updated/Revamp New Employee Orientation September 1<sup>st</sup>-ish**
  - a. Making it an all-day event
  - b. To include ideas from the Welcome Wagon
  - c. Idea to create a CSAC flyer for New Employee Orientation
  - d. Flyers with several resources or could be included in the PowerPoint

11. Mayra Magana was nominated as co-chair by Nicole McCoy and Unanimously Approved.

**ii. Nominations – all new member applications accepted**

1. 10 new members
2. Unanimously Approved

Meeting Adjourned at 11:42am

*Minutes submitted by Mayra Magana*