

SSU Shared Governance Opportunities for Staff

The [SSU Staff Council](#) encourages all staff (non-faculty employees) to consider participating in shared governance by serving on the Staff Council Executive Committee, the Academic Senate, and/or a university-wide committee or working group.

The Staff Council Executive Committee appoints or elects staff annually aligned with the academic calendar (August - May) and prefers 2-year terms when possible. We recommend you obtain supervisory approval prior to running for a position or requesting an appointment. Please note that currently serving on a university committee does not preclude you from serving on additional committees. Staff are also welcome to serve multiple terms on a committee unless otherwise noted.

ACADEMIC MASTER PLAN WORKING GROUPS

The Academic Master Plan complements the University's mission, strategic priorities, and core values and communicates how the academic enterprise will endeavor to meet the needs of 21st century students. The Academic Master Plan is informed by the academic identity of the university and creating a framework for aligning resources with the academic mission. The AMP process will take until Spring 2024 to finalize and begin implementing. The following working groups will be active between 1-2 semesters and will be co-chaired by a faculty member and administrator appointed by the Provost and the AMP Executive Committee.

- **AMP - [Steering Committee](#) & [Liberal Arts Identity Working Group](#)**
At-Large Staff Seats 1 elected position
Term: Spring 2023 (Working Group) Spring 2023-Spring 2024 (Steering Committee)
Current Appointment: Hope Emry Ortiz
- **AMP - [Strategic Scheduling Working Group](#)**
At-Large Staff Seats 1 elected position
Term: Spring 2023
Current Appointment: Kathryn Atwood
- **AMP - [Current and New Programs Working Group](#)**
At-Large Staff Seats 1 elected position
Term: Spring 2023-Fall 2023
Current Appointment: Sara Jordan
- **AMP - [Learning Spaces & Technology](#)**
At-Large Staff Seats 1 elected position
Term: Fall 2023-starting August 28th. Meet every other Monday 3-5pm
Current Appointment: **Future Term Fall 2023**
- **AMP - [Academic Support Services](#)**
At-Large Staff Seats 1 elected position
Term: Fall 2023-starting August 28th. Meet every other Monday 3-5pm
Current Appointment: **Future Term Fall 2023**

ACADEMIC SENATE

The Academic Senate is the governing body of the faculty. A representative of the University staff shall be elected for a three-year term as a non voting member of the Academic Senate. This representative shall be elected from and by a vote of all members of the university community who are members of any of the four staff bargaining units (CSUEU the Police, the Trades and Physicians). The staff representative to the Academic Senate has a standing report at staff council meetings which is an opportunity to report on matters reported to and discussed at the senate.

- [Academic Senate](#)
At-Large Staff Seats: 1 elected position
Expected Meeting Dates: Every other Thursday 3-5, during the academic year.
Term: 3 Years
Current Appointment: Kate Sims (Fall 2020 - Spring 2023) **Future Term:** Fall 2023-Spring 2026

STAFF COUNCIL EXECUTIVE COMMITTEE

The Staff Council Executive Committee shall consist of elected officers who serve as representatives for the general staff population on campus. The current Executive Committee make-up consists of the [five officer positions](#) to serve as the leadership to the staff council. Eligibility includes all non-faculty employees of SSU, or an SSU auxiliary, who are employed on at least a half-time basis, or more, with an initial appointment of at least 11 months or more.

- [Staff Council Executive Committee - Chair](#)
At-Large Staff Seats: 1 elected position
Expected Meeting Dates: Every other Monday, Tuesday, & Thursday 1-2
Term: 2 Years
Current Appointment: Katie Musick (Fall 2021-Spring 2023) **Future Term:** Fall 2023-Spring 2025
- [Staff Council Executive Committee - Vice Chair](#)
At-Large Staff Seats: 1 elected position
Expected Meeting Dates: Every other Tuesday & Thursday 1-2
Term: 2 Years
Current Appointment: Gillian Estes (Fall 2022-Spring 2024) **Future Term:** Fall 2024-Spring 2026
- [Staff Council Executive Committee - Secretary](#)
At-Large Staff Seats: 1 elected position
Expected Meeting Dates: Every other Tuesday & Thursday 1-2
Term: 2 Years
Current Appointment: Nina Mendia (Fall 2021-Spring 2023) **Future Term:** Fall 2023-Spring 2025
- [Staff Council Executive Committee - Treasurer](#)
At-Large Staff Seats: 1 elected position
Expected Meeting Dates: Every other Tuesday & Thursday 1-2
Term: 2 Years
Current Appointment: River Cullen (Fall 2021-Spring 2023) **Future Term:** Fall 2023-Spring 2025
- [Staff Council Executive Committee - Custodian of Records](#)
At-Large Staff Seats: 1 elected position
Expected Meeting Dates: Every other Tuesday & Thursday 1-2
Term: 2 Years
Current Appointment: Kari Manwiller (Fall 2022-Spring 2024) **Future Term:** Fall 2024-Spring 2026

UNIVERSITY STANDING COMMITTEES

The following committees are ongoing campus-wide committees independent from the Staff Council. In addition to committee participation, appointees will be expected to keep the Staff Council informed of activities and initiatives.

- [Campus Planning and University Space Advisory Committee \(CPUSAC\)](#)
At-Large Staff Seats: 1 appointed position
Expected Meeting Dates: Monthly during the academic year.
Term: 2 Years
Current Appointment: Sadie Pettit (Fall 2022-Spring 2024) Future Term: Fall 2024-Spring 2026
- [Intercollegiate Athletics Advisory Council \(IAAC\)](#)
At-Large Staff Seats: 1 appointed position (Student Affairs) 1 appointed position (Academic Affairs)
Expected Meeting Dates: Monthly during the academic year..
Term: 2 Years
Current Appointment: Kelly Clark (Fall 2022-Spring 2024) Future Term: Fall 2024-Spring 2026 Mike Dominguez (Fall 2022-Spring 2024) Future Term Fall 2024-Spring 2026
- [President's Advisory Council on Diversity, Equity, Campus Climate, & Inclusion](#)
At-Large Staff Seats: 2 appointed positions
Expected Meeting Dates: One extended training & two meetings a year.
Term: 2 Years
Current Appointment: Aidan Humrich (Fall 2022-Spring 2024) Future Term: Fall 2024-Spring 2026 & Ivonne Mejia Berzunza (Fall 2021-Spring 2023) **Future Term: Fall 2023-Spring 2025**
- [President's Advisory Council on Campus Police and Safety](#)
At-Large Staff Seats: 1 appointed position
Expected Meeting Dates: Three to four times during the academic year.
Term: 2 Years
Current Appointment: Tracey Fleming (Fall 2021-Spring 2023) **Future Term: Fall 2023-Spring 2025**
- [President's Advisory Council on Title IX](#)
At-Large Staff Seats: 2 appointed positions
Expected Meeting Dates: Tentative meeting schedule, second Wednesday of the Month from 1 pm to 3 pm
Term: 1 Year
Current Appointments: Molly Mande (Fall 2022- Spring 2023) Future Term: TBA & Rachel Carbone (Fall 2022- Spring 2023) Future Term: TBA
- [President's Budget Advisory Committee \(PBAC\)](#)
At-Large Staff Seats: 1 appointed position
Expected Meeting Dates: Monthly during the Academic Year.
Term: 2 Years
Current Appointment: John Lynch (Spring 2023 one semester replacement) **Future Term: Fall 2023-Spring 2025**
- [President's Sustainability Advisory Council](#)
At-Large Staff Seats: 1 appointed position
Expected Meeting Dates: Six times during the academic year.
Term: 3 Years. No more than two consecutive terms may be served.
Current Appointment: Soo Haylett (Fall 2022-Spring 2025) Future Term Fall 2025-Spring 2028
- [SafeSSU Committee](#)

At-Large Staff Seats: 1 appointed position

Expected Meeting Dates: First Meeting December 16th 10-11:30, Additional Meetings TBD

Term: 2 Years

Current Appointment: Shelly Gomez (Fall 2021-Spring 2023) **Future Term:** Fall 2023-Spring 2025

- [Sonoma State Enterprises, Inc. Board and Audit Committee](#)

At-Large Staff Seats: 2 appointed positions

Expected Meeting Dates: 2:30pm-4:30pm on 9/30/2022, 12/09/2022, 3/17/2023, 5/05/2023 + one Fall and one Spring semester Audit Committee meetings

Term: 2 Years

Current Appointments: Ashley Blaylock (Fall 2021-Spring 2023) & Vacant (Fall 2022-Spring 2024)

Future Terms (2 vacant positions): Fall 2023-Spring 2025

- [University Culinary Services Advisory Board](#)

At-Large Staff Seats: 1 appointed position

Expected Meeting Dates: 2 meetings per year, one each semester (usually October and March)

Term: 2 Years

Current Appointment: Poonam Rani (Fall 2022-Spring 2024) **Future Term:** Fall 2024-Spring 2026

WORKING GROUPS AND SHORT-TERM COMMITTEES

The following working groups and committees are short-term (1-2 semesters) campus-wide committees independent from the Staff Council. In addition to committee participation, appointees will be expected to keep the Staff Council informed of activities and initiatives.

- Commencement 2023 Logistics Committee

At-Large Staff Seats: 1 appointed position

Expected Meeting Dates: Every other week during the spring semester.

Term: 1 Semester

Current Appointment: Kendall Newman (Spring 2023)

COMMITTEE AND WORKING GROUP POSITION DETAILS (IF AVAILABLE)

Academic Master Plan Position Information

- **Learning Spaces and Technology**

- How should our learning spaces be designed to achieve our vision for the university?
- What are the necessary tools and technologies needed to support student learning?
- Will hyflex/hybrid learning be something that we want to be a consideration moving forward with classroom planning? If so, what types of learning spaces and technologies are needed to do so successfully?
- How can we use the report from the Strategic Scheduling working group to help inform learning spaces and technology planning?
- **Need one staff representative**

- **Academic Support Services**

- What support structures should exist for faculty and students?
- How do we support student learning and needs through academic support services?

- How can strategic scheduling and student support resources help with retention and graduation rates?
- What are our areas of strength and weakness in terms of Academic Support Services?
- **Need one staff representative**

Staff Council Executive Committee

- **The Chair shall:**

Preside at all meetings of the Staff Council. Vote only when needed to constitute a quorum or to break a tie vote.

- **The Vice Chair shall:**

Assume the duties of the Chair, in the absence of the Chair, or at any other time upon request of the Chair. Assume the duties of the Chair for the unexpired term in the event the Chair is unable to complete the term of office; perform other duties as may be deemed necessary and assigned by the Chair.

- **The Secretary shall:**

Assume the duties of the Chair in the absence of the Chair and the Vice Chair; keep records of minutes; ensure that those minutes are kept and appropriately distributed; prepare an agenda and send to membership with a notice of each meeting; perform other duties as may be deemed necessary and assigned by the Chair.

- **The Treasurer shall:**

Be responsible for all money acquired by Staff Council; Pay all bills; Assist the Chair in the preparation of the proposed annual budget; Perform other duties as may be deemed necessary and assigned by the Chair.

- **The Custodian of Records shall:**

Be responsible for Staff Council correspondence and web presence. Notify officers/members of their election; Maintain current officer roster; perform other duties as may be deemed necessary and assigned by the Chair.