

Staff Council Plenary Meeting
Minutes
Friday, January 27, 2023, Zoom Meeting, 9am-10:30am

Present: David Apelt, Chanda Jensen, Ash Klein, Mary Menees, Dylan Mooney, Janet Remolona, Tony Robbins, Roberto Santiago, Anarose Schelstrate, Dominic Sciucchetti, Denzel Vaovasa, Samantha Ward, Mirna Vasquez, David Woo, Herman Lee, Chelsea McNutt, Kendra Harris, Daniel Fontaine, Carlos Romero-Julio, Devi Ruslani-Reyes, Paula Hsieh, Ingrid Williams, Larry Birrelo, Jamil Sheared, Zay Latt

Absent:

Meeting called to order at 9:05am

- 1) Approval of the Agenda for January 27, 2023
Agenda approved by acclamation.
- 2) Approval of Minutes from January 20, Meeting.
Minutes accepted by acclamation with friendly amendment.
- 3) Announcements – Ash Klein wanted to give a shout out to those who produced the University Retreat!

Reports

- 4) Chair's Report
Dylan – it is crunch time for everyone. We do have a functional email address, askstaffcouncil@sfsu.edu. Denzel shared the website with group yesterday and will send for accessibility review. Sheldon and Anousha coming in a couple of weeks. We will have a presentation from Zay Latt next week. Chargeback committee will meet next week and President's Extended Cabinet also next week where Dylan will give update of where we are at.
- 5) University Reports - None
- 6) Presentation – Larry Birello, Manager of Student Rights and Responsibilities: Office of Student Conduct
Tony introduced Larry who thanked him for inviting him present.
Larry is in his 18th year at SF State and he started in Residential Life and was there for a decade. Coordinator since 2018 at the Office of Student Conduct. He shared the OSC webpage and encouraged everyone to report misconduct to their office and that staff should not be afraid to report to Larry's office. His office wants those submissions so he can have those educational conversations. EO 1098, Student Conduct Procedures – dictates how he does his job. Tony asked if students know that they are held to a certain behavior. Larry responded that not everyone knows. They do sign a contract when they come to SF State. Asked orientation leaders to speak about student conduct. Larry can help quickly by following process, unless there is a viable threat. Ash asked about process

of mediation. Larry said “restorative justice” where they work with student – depend on person reporting. Kendra shared an incident that happened in Marcus Hall where student wouldn’t give them their name. Learning de-escalation techniques, have same level of authority to enforce the rules. How do we get students to respect us, staff. We can write up an incidence report even without names. Create pattern of behaviors for individuals, document incidence. Report non-academic form, link on website. Larry doesn’t like anonymous tips. He has to be unbiased, job is to adjudicate fairly. Need name and email address, form is user friendly. The more we give Larry, the less follow ups. Type up report in Word then copy and paste to form so have own record. Jamil asked how big of an issue this is – last year had about 150 cases, 100 found responsible. Cases take anywhere from 5 days to two months (that he is allotted). Started before COVID and less during COVID. Intensity of case the last few years have gone up.

Not necessarily quantity but intensity. Would have more staff if more cases, Larry created an initiative, faculty does not report as much as he wants them too. Catch 22 for Larry. David Woo – had an incident and felt bad that staff had to take the “abuse” from student. Is there an onboarding process for staff to understand their rights. Larry is a one person show. Title IX gave him a link – consistent messaging to all. Dean of Students office is the one stop shop for student reporting. COVID did not help his job – would like to get invited to Staff Forum to speak to this issue. ACT (Action Care Team) – Student of Concern, under DOS.

Dean-on-call referral form – academic issues like prevented from graduation, financial, etc.

Title IX – we are all mandatory reporter. When in doubt, submit to Title IX office and if not they will send to Larry. Spread the word. Send report even if not sure.

Example of things to report: if student yells at you, threats of physical harm, stealing something, mentions cheating even if alleged, ...we need to scare students “straight.” Do let students know that you are documenting their behavior. Larry can’t take actions if we don’t report.

<https://dos.sfsu.edu/student-referral-reporting>

<https://dos.sfsu.edu>

https://cm.maxient.com/reportingform.php?SFStateUniv&layout_id=5

Ingrid shared that she will ask Nancy to reach out to Larry.

David Apelt, shared that a student was very persistent and wanted to sit with David and kept knocking on his door which was disconcerting. Larry said it can be a harassment and go through Title IX. Ingrid said to bring it up to next level and should not keep it fester.

David Woo said that it falls on us that staff be made aware of info and rights.

Dylan's hopes that the Staff Council be the place where these information is widely disseminated.

New Business

7) Standing Committees Meet in Break-Out Rooms
Back to group at 10:10a.m.

8) Full Plenary Session – Report Back

Staff Enrichment –

David- working on Bus Tour, likely on Wednesday, Thursday. Have a zoom meeting to catch folks who couldn't come in person on February 8 or 9. Separate and distinct from Staff Forum and Unions.

Equity & Inclusion –

Ash – no new info, confirmed the push back outreach of election.

Policy & Procedure Review –

Tony -doing the treasurer job description. Had a dialogue, what is the best way to get information to folks, onboarding. Centralize the hiring process so it only happens certain time of the year and allows staff to join.

9) Open Floor Discussions

Meeting adjourned: 10:30am

Recorder: Anarose Schelstrate