

**Staff Council Plenary Meeting**  
**Minutes**  
**Friday – November 3<sup>rd</sup>, 2023**  
**Zoom**  
**9am-10:30am**

Present: Caroline Alcantara, David Apelt, James Ebben, Kendra Harris, Paula Hsieh, Chanda Jensen, Carlos Julio, Herman Lee, Chelsea McNutt, Mary Menees, Dylan Mooney, Prince, Tony Robbins, Devi Ruslani-Reyes, Anarose Schelstrate, Dominic Sciuccetti, Denzel Vaovasa, Samantha Ward,

Guests: Stephen Chen, Peter Hendricks, Sgt. Abdul Karim, Katherine Kwid, Mervyn Reyes, Prince

**CALL TO ORDER: 9:05am**

1. Approval of the Agenda for November 3<sup>rd</sup>, 2023  
Agenda approved by acclamation.
2. Approval of the Minutes for October 27<sup>th</sup>, 2023  
Minutes accepted by acclamation with friendly amendment.
3. Announcements from the Floor – Chanda announced that Mashouf Wellness membership at \$115 is good until January 19<sup>th</sup>, 2024.  
Peter Hendricks from CPAGE will be tabling in front of Cesar Chavez on November 9<sup>th</sup>, 9-2 for winter courses. Herman announced that the class schedule for spring 2024 comes out on Monday.

**Reports**

4. Chair's Report – Dylan announced that the president extended cabinet meeting will be next Thursday. We will not have plenary meeting on Friday Nov. 10<sup>th</sup>, campus closed. He is trying to keep up with John Kim's CANVAS site. Dylan asked the group if there's anything he needs to be aware of. Anarose asked about the AOC meet and greet scheduled for December 8<sup>th</sup>. It was clarified that December 8<sup>th</sup> is for Staff Council in person meeting and details are still being worked on.
5. University Reports (UBC, Senate, etc.) – Dylan shared that Cost Recovery has not gotten back up and running (still in 6 months implementation period).
6. Get to Know a Staff Council Member – Chanda Jensen, Admin. and HR coordinator, handles all fiscal duties for Campus Recreation Dept. Chanda has worked for this unit for 12 years but has been on campus for 30 years. She shared that historically, the Campus Recreation Dept. used to be part of the Kinesiology Department. In early 2000s, handled sports clubs and intramurals. Students voted to tax themselves and that is how Campus and Recreation Dept. started. Started in 2011 and was housed in the student services building until Mashouf opened in 2017 - named after Manny Mashouf, SFSU alum. \$170 student fee. The dept. employs 200+ students and it is open 7 days a week. Student assistants are running the building. Also focusing on wellness and all different aspects, fitness, personal training, the pool, and an outdoor program that started a year ago which students really like. \$115 faculty/staff from now until January. Allow faculty/staff emeritus. Visit website for more information. Dylan commented that campus rec. is a very busy area. Anarose asked if there are spaces that staff can use for free. There is a

room that holds 300, Grad. Studies used it for grad. showcase. Peter Hendricks asked about equipment rental - drop in or in advance? Equipment rental is a great program. Good times to ask for rooms is during slow time, January and summer time.

### **Guest Speakers**

#### 7. UPD & CAPS – De-Escalation Techniques

UPD, Mervyn Reyes – focusing on de-escalation, do outreach and promote programs on campus. Sgt. Abdul Karim, SFSU UPD, community liaison unit and get to interact with folks and help strengthen community. Stephen Chen, Director of CAPS and happy to be here. Presentation by Sgt. Abdul Karim - de-escalation is to bring intense situations down to lower levels. If not comfortable, always call UPD or others units. De-escalation is process of using strategies to decrease intensity of situation. Active Listening – communication skill. Showed video. Emotional Intelligence (EQ), capacity to be aware of...helps one stay calm. Recognizing own feelings/emotions, helps to be empathetic. Body language.

Stephen Chen, lots of overlap with what Sgt. Karim Has given. Provide concrete strategies to help de-escalate. Range of situations is so vast – knowing when to seek assistance? Classroom situation? Reception desk? The art of de-escalation: DEFUSE: Determine, express concern, form relationship, utilize interest, set limits and provide solution, engage reinforcements and evaluate. Be realistic/ set the tone, share limitations. Do not engage in argument. Active listening, allowing them to express their concerns. If appropriate/possible, consider offline conversation. They will share slides.

Paula shared that they get a lot of incidents specially in athletics. How about staff member who may need to debrief? Steve said that staff has resources, like EAP, really great service and they refer to them a lot. In terms of on campus, the debriefing part of it is kind of situation specific. Paula shared a “coach” with a student problem, and she has expressed not able to “deal with it”, where can we send them if they can’t have individual counseling. EAP isa good resource because they are an objective ‘body’, make a lot of referrals to EAP. Emergency on campus, CAPS can respond. EAP is off campus and it takes time to respond. If it’s the day of, CAPs will do everything they can. Mervyn cannot share their UPD slides because they are always changing. Thank you for taking the time to listen.

### **Standing Committees**

8. Break Out Rooms (if time allows)

### **Close the Loop**

9. Standing Committees Report Back (Approx. 10:15am)
10. Open Floor

**Adjournment: Time Approximate 10:30am**