

## Staff Council General Meeting

Virtual

August 22nd, 2024

2:00pm-3:30pm

Present: Anna, Donna, Alexander, Lorena, Stephaine, Martha, Michael, Ashleigh, Alexis, Mary, Isla, Ben, Christina, Diana, Lauran, Grace, Claudia, Lorraine, Christopher, Sarina, Jacquelyn, Alexandra, Ricardo, Alimursal

Absent: Trennon, Desiree

- I. Call to Order: 2:05
- II. Approval of Minutes; Micheal LaTorre motion to approve, and Sarina Garcia seconded
- III. President's Report – Trennon Cavanagh  
Report given by Stephaine-
  - Met with John LaRue over staff emergency fund and P-Cards
  - 13.02.99.C0.01, Student Complaints Regarding Employees (more from By Laws Committee (Section 6.c))
  - Bringing in volunteer hours for Staff Council
  - Shirt Update: We will be ordering polos soon!
  - Change time of meeting? Vote taken. Decision made to keep meetings the same time for this semester and change meeting times for this coming spring.
  - a. Executive Board Elections
    - Vice- President/ President: Stephaine Long
    - Parliamentarian: Michael La Torre
    - Secretary: Anna Whetstine
    - Treasurer: Alimursal Ibrahimov
    - Historian: Mary Mahan
  - c. Upcoming dates/ meeting times
    - o Upcoming meetings
      - July 25<sup>th</sup> 2pm
      - August 22<sup>nd</sup> 2pm
      - September 26<sup>th</sup> 2pm: University Services Presentation
      - October 24<sup>th</sup> 2pm: Claudia- Care and Assistance Presentation
      - November 7<sup>th</sup> 2pm
      - Tentative Retreat December 11<sup>th</sup>
- IV. Vice-President's Report
  - a. Staff Council admin support: Admin will be shared with the Presidents office and Faculty Senate. Stephaine will be meeting with the new admin soon.

- b. Nominations and Elections meeting: The correct ratio is 1 to 30. They will be looking to see if we need to reach out to different departments and get more members.

V. Treasurer's Report

- a. Working with Trennon on next years budgets.
- b. Regarding staff emergency fund, contacting Texas A&M College Station to see how they run their emergency fund.

VI. Staff Council Committee Reports

- a. Nominations and Elections - **Chair: Stephaine**, Martha, Ashleigh
  - Confirm Membership
  - Updated list of eligible staff
- b. Communication Committee – **Chair: Anna**, Lauran, Alexis
  - No report
- c. Ad Hoc Bylaws Review Committee – **Chair: Michael**, Christina, Sarina, Alexandra
  - 13.02.99.C0.01, Student Complaints Regarding Employees: Small change in working of amendment.
- d. Benefits & Employee Development- **Chair: Mary**, Lorena, Alex, Claudia, Ali
  - Staff Emergency Relief Fund Update: On hold for now.
  - Fund for continuing education: Proposal to president's cabinet.
  - Idea for workday Wednesday to discuss benefits.
- e. University Relations – **Chair: Desiree, Ben**, Grace, Diana, Donna, Lorraine, Rick, Others
  - Has not meet and no updates for break in the day Halloween.
  - Meeting in September to plan 'Break in the Day'
    - Dr. Miller wants to make some changes to the costume awards this year, Ben will be meeting with her soon. Trennon and Stephaine will be attending as well.

VII. University Committees Reports

- a. Calendar Committee – Anna (No Report)
- b. Campus Wellness Committee – Ben (No Report)
- c. Committee on Committees - Stephaine (No Report) Next meeting: 9\5 @2pm
- d. Environmental Committee – Ashleigh (No Report) Next Meeting: 9\26
- e. Expressive Activity Committee - Grace (No Report): Micheal Constitution week, 9\17 event Constitution Day Trivia in the rotunda. 9\18 mascot race. 9\20 golf cart
- f. Faculty Senate - Stephaine (No Report) Next Meeting: 8\23
- g. Historically Underutilized Business Comm. - Desiree (No Report)
- i. Institutional Effectiveness - Temporary/Ad Hoc (Trennon) (No Report)
- j. International Education Committee - Ali (No Report)
- j. Strategic Planning Council - Trennon (No Report)
- k. Student Endowment Scholarship Comm. – Ali (No Report)
- l. Student Success Council - Lorena (No Report) Updated page with reps
- m. Transportation Advisory Committee – Lauran (No Report)
- n. University Safety Committee – Mary (No Report)

VII. Liaison Reports (if any)

- Advisor Update – John LaRue (No Report)
- HR Update – Dr. Jacquelyn Flowers (No Report)

- IT Update – Ben Soto; identity theft, IT is responding to it. Changes to Duo for protection, video verification. IT will be sending out more information as it comes in.
- Faculty Senate- Dr. Isla Schuchs Carr (No Report)
- Past President- Alexandra Janney (No Report)

VIII. Old Business:

- a. Staff Development Week Update (EPIC)- Mary: November 12-14
  - Call for presentations (due September 13<sup>th</sup>)

IX. New Business:

- a. MarCom Newsletter- Mary
  - Request can be sent to Luisa Buttler
  - It will be sent out the first week of September.
- b. Voting Golf Cart- Micheal: Early voting on campus (Working with SGA & the Library)
  - 10/21 11am-2pm
  - 10/22 11am-2pm
  - 10/23 9am-12pm
  - 10/28 10am-2pm
  - 10/29 1pm-3pm
  - 10/30 9am-12pm
- c. Voter registration
  - Working with either Texas Rising or League of Women Voters
  - Update next Monday
- d. Christopher- Campus Daycare for campus staff, faculty, and students with children. This has been brought up in previous years.
  - Bringing to president's cabinet

X. Adjourn: Grace motion to approve, and Micheal seconded.