

# TEXAS STATE

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## STAFF COUNCIL

### Minutes

October 8, 2019

10:00 a.m.—12:00 p.m.

UAC 474

**Staff Council Meetings are available via Zoom:** <https://txstate.zoom.us/j/569017978>

*The mission of the Texas State University Staff Council shall be to promote and enhance the status of university staff, ensure the effective contribution of staff expertise toward university goals, and act as the liaison between the university president and staff. The Council shall represent the collective body of the staff and shall report directly to the university president.*

**Note:** Minutes for previous Staff Council meetings are available at [staffcouncil.txstate.edu/meetings/minutes](http://staffcouncil.txstate.edu/meetings/minutes).

**ACTION**  
(10:00)

**Call to Order**  
Noel Fuller, Chair

**ACTION**  
(10:01)

**Roll Call**  
Noel Fuller, Chair  
*Members in attendance: Steve Blank, Cynthia Castillo, Zachary Collins, Stephanie Daniels, Noel Fuller, Amanda Garza, Andrea Hilkovitz, Amy Jiang, Raidah Murshed, Anthony Padilla, Bailey Verschoyle, Staci M. Wade, Illona Weber, Walt Yantis, Martin Zavala, Michelle Hudnall*  
*Members not in attendance: Natalie Davis, Krista Flores, Robert Garcia, Brandi Martinez, Annette Hamon, Tabitha Williams*

**ACTION**  
(10:05)

**Item 1: Approve September Meeting Minutes (handout)**  
Stephanie Daniels, Vice Chair  
*Motion to Approve— Andrea Hilkovitz, Second – Illona Weber*

**ACTION**  
(10:10)

**Item 2: Treasurer’s Report (handout)**  
Natalie Davis, Treasurer  
*Update will be provided in the November meeting.*

**UPDATE**  
(10:20)

**Item 3: Archiving Process for Staff Council Files**  
Noel Fuller, Chair  
*Please review the current files in your committee sub-meeting and move any files from previous years to the Shared Drive.*

- DISCUSSION**  
(10:35)      **Item 4: Internal Committees Operating Procedures**  
Noel Fuller, Chair
- a) Council Effectiveness Operating Procedures (handout)  
*Motion to Approve– Walt Yantis, Second – Bailey Verschoyle*
  - b) Scholarship and Awards (handout)  
*Motion to Approve– Stephanie Daniels, Second – Bailey Verschoyle*
- UPDATE**  
(10:45)      **Item 5: Matthews Street Construction Concerns**  
Illona Weber, Member-at-Large for Logistics  
*Six accessible parking spaces have been relocated to the Matthews Street Garage. Council will continue to try to communicate with the ADA Steering committee.*
- Discussion**  
(10:55)      **Item 6: Cross-Training Inquiry**  
Illona Weber, Member-at-Large for Logistics  
*HR will provide an update at the November meeting.*
- ACTION**  
(11:15)      **Item 7: TXST Connections**  
Noel Fuller, Chair  
*TXST Connections is a bi-weekly email that addresses topics impacting students, faculty, and staff. Please send news and information to TXSTconnections@txstate.edu*
- DISCUSSION**  
(11:35)      **Item 8: Flexible Work Arrangement Proposal**  
Noel Fuller, Chair  
*No updates*
- DISCUSSION**  
(11:45)      **Item 9: October Events**  
Noel Fuller, Chair
- a) A) Wellness Fair – October 10 from 9:30-2:30 p.m.  
*Event is staffed, and popcorn and supplies are purchased*
  - b) River and the Wall Fundraising Event – Oct. 22 from 6:00-10:00 p.m.  
*Please sign up for shifts online*
  - c) Staff Resource Fair – Oct. 31 from 1:30-5:00 p.m.  
*Please sign up for shifts online*
- DISCUSSION**  
(11:45)      **Item 10: Announcements**  
Noel, Fuller, Chair
- a) 2020 Staff Handbook
  - b) Human Resources will attend the November meeting
  - c) Staff Shout-Out – Dylan Randolph, Student Development Specialist I, College of Education Advising Center
  - d) Staff Concern re: Staff Appreciation Game – referred to Compensation and Benefits

**DISCUSSION**  
(11:55)

**Item 11: Review Pending Items**

Amanda Garza, Parliamentarian

- a) Call of Elections Committee to review General Elections Procedures/Logistics - Elections
- b) Cross Training Procedures/Professional Development Inquiry- Comp & Benefits
- c) Create proposal with TSAC committee suggesting creative solutions for additional visitor parking- Compensation and Benefits
- d) Contract Employee eligibility for Awards - Scholarship & Awards
- e) Staff Concern Re: Mental Health Benefits Coverage – Compensation and Benefits
- f) Follow up with VPUA on Staff Emergency Fund - Compensation and Benefits
- g) Staff Concern re: Leadership Training – Compensation and Benefits

**ACTION**  
(12:00)

**Adjournment**

Noel Fuller, Chair

*Motion to Approve– Andrea Hilkovitz, Second – Walt Yantis*

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Texas State staff are welcome to attend any Staff Council meeting. The list of meeting dates and locations can be found at <https://www.staffcouncil.txstate.edu/meetings/minutes.html>.

If there is a specific issue or concern you would like Council to address, please complete the form at [www.staffcouncil.txstate.edu/Staff-Concerns](http://www.staffcouncil.txstate.edu/Staff-Concerns). When submitting the form, you can remain anonymous if that is your preference.

All statements made during meetings of the Staff Council shall be privileged communication and remain confidential. Members and guests shall not be subject to retaliation or disciplinary action as a result of expressing their views at Council meetings.