

TEXAS STATE

STAFF COUNCIL

Minutes

November 12, 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.

- | | |
|----------------------------|---|
| ACTION
(10:00) | Call to Order
Noel Fuller, Chair |
| SPEAKERS
(10:01) | Human Resources Briefing – John McBride, Assistant Vice President for Human Resources and HR Colleagues (see attached) |
| ACTION
(11:10) | Roll Call
Noel Fuller, Chair
<i>Members in attendance: Steve Blank, Zachary Collins, Stephanie Daniels, Natalie Davis, Krista Flores, Noel Fuller, Robert Garcia, Amanda Garza, Annette Hamon, Andrea Hilkovitz, Michelle Hudnall, Brandi Martinez, Mayra MejiaAnthony Padilla, Staci Wade, Illona Weber, Walt Yantis, Martin Zavala</i>

<i>Members not in attendance: Cynthia Castillo, Amy Jiang, Raidah Murshed, Bailey Verschoyle, Tabitha Williams</i> |
| ACTION
(11:10) | Item 2: Approve October Meeting Minutes (handout)
Stephanie Daniels, Vice Chair
<i>No action taken..Bring back to December meeting.</i> |
| ACTION
(11:10) | Item 3: Treasurer’s Report (handout)
Natalie Davis, Treasurer
<i>No action taken. Discussed need to plan for a fundraiser.</i> |
| UPDATE | Item 4: Matthews Street Construction Accessibility |

(11:15)

Illona Weber, Member-at-Large, Logistics
Email communication sent to ADA/504 Committee with the concerns or the detour "walking" path and the curb but across the crosswalk for the garage. They were also told that the ODS map of ADA paths is old and incorrect, it's from 2012. No response was received and a follow-up email was sent on 11/8. Still no response from the committee in regards to the concerns.

ADA Coordinator has been recently hired. Illona will reach out to the new staff member.

DISCUSSION

(11:22)

Item 5: Standing Budget Approvals

Noel Fuller, Chair

There are several expenditures that are institutionalized within Staff Council (for example, awards, scholarships, plaques, nameplates on scholarship plaques, popcorn machine, etc.). Staff Council would like to create a budget with estimated known costs for the year and bring to September meeting for approval. This process will allow for transparency as well as increase efficiency.

Natalie Davis and Noel Fuller will work together to create list of items and estimated costs and bring forward for a vote in September.

DISCUSSION

(11:27)

Item 6: Social Media Communication Plan

Noel Fuller, Chair

Shared the response protocol that has been developed by University Advancement and University Marketing to create a uniform and timely response for racially insensitive or biased comments posted on social media. Should you encounter a post of this nature, forward it to the main university channels. They will determine the level of response and provide one directly back to the original post. If a situation arises that creates the need for a heightened response, then a general post may be created.

DISCUSSION

(11:31)

Item 7: Tablecloth Estimates (handout)

Natalie Davis, Treasurer

CC Creations provided quote for \$247 for 8ft burgundy tablecloth with three color logo. Motion to approve – Illona Weber, second – Amanda Garza

DISCUSSION

(11:33)

Item 8: Nametags/Shirts (handout)

Noel Fuller, Chair

Recommendation to move away from nametags and instead replace with Staff Council Shirt. Additional recommendations made to have several generic nametags on hand that would be taken to events for members to use and returned at the end, similar to Commencement. Recommendation to get generic t-shirts that could be used as give-aways in addition to being work by Staff Council.

Natalie David and Annette Harmon will check further into the costs associated with both options and bring back to Staff Council.

DISCUSSION

(11:44)

Item 9: Announcements

Noel Fuller, Chair

- a) Thank you to Volunteers for the October Events
- b) Staff Shout-Out – Jamie Donaldson, Academic Budget Specialist, College of Liberal Arts
- c) Staff Shout-Out – Rose Trevino/Wellness Fair Volunteers, Work Life Coordinator, Human Resources

- d) Diversity Certification Program
Program to launch later this month.
- e) Internal Committees Operating Procedures
Present at December meeting
- f) Archiving Process for Staff Council Files
Continue to work on the archiving process

DISCUSSION
(11:50)

Item 10: Review Pending Items

Amanda Garza, Parliamentarian

- a) Call of Elections Committee to review General Elections Procedures/Logistics - Elections
- b) Create a proposal for TSAC suggesting creative solutions for additional visitor parking- Compensation and Benefits
- c) Follow up with VPUA on Staff Emergency Fund - Compensation and Benefits
- d) Staff Concern re: Appreciation Game – Compensation and Benefits
- e) Contract Employee Awards Eligibility – Scholarship and Awards
- f) Staff Concern re: Chapter 380 Program, Staff Eligibility – Compensation and Benefits.
- g) Staff Concern re: Recycling on Campus – Compensation and Benefits
- h) Bike Rider Incentive Program – Compensation and Benefits

ACTION
(11:53)

Adjournment

Noel Fuller, Chair

Motion to adjourn–Amanda Garza, Second – Annette Harmon

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. 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.