

# TEXAS STATE

---

## STAFF COUNCIL

### Minutes

December 10, 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, Zachary Collins, Stephanie Daniels, Natalie Davis, Noel Fuller, Robert Garcia, Amanda Garza, Andrea Hilkovitz, Amy Jiang, Anthony Padilla, Bailey Verschoyle, Illona Weber, Walt Yantis, Martin Zavala, Mayra Mejia*  
*Members not in attendance: Cynthia Castillo, Krista Flores, Brandi Martinez, Raidah Murshed, Staci M. Wade, Tabitha Williams, Michelle Hudnall*

**SPEAKER**  
(10:05)

**Item 1: Guest Speaker**  
Police Chief Laurie Clouse

*Chief Clouse spoke in length on the changes to the university police department, and the great strides they are making in accomplishing the recommendations of the peer review. The police department website now includes a strategic plan, that she encourages everyone to review. While there has been turnover, she stressed that it is necessary part of building a team that reflects the community and embodies the mission of the department. All police officers have successfully completed Allies training and implicit bias training, and they are working towards a goal of having all officers certified in mental health crisis intervention. The department has contracted with the preeminent Clery Act consultants for a year to develop procedures, audit data, and ensure compliance.*

**ACTION**  
(10:30)

**Item 2: Approval of Minutes**

Stephanie Daniels, Vice Chair

- a) October (handout)
- b) November (handout)

*Motion to Approve– Andrea Hilkovitz, Second – Amanda Garza*

**ACTION**  
(10:35)

**Item 3: Treasurer’s Report (handout)**

Natalie Davis, Treasurer

*Staff Council received donations from the October screening of River and the Wall, several other small changes.*

**UPDATE**  
(10:40)

**Item 4: Tablecloth Estimates**

Natalie Davis, Treasurer

*New quotes are needed. Previous quote was for the incorrect embroidery style.*

**ACTION**  
(10:45)

**Item 5: Standing Budget Approvals (handout)**

Noel Fuller, Chair

*Motion to Approve– Steve Blank, Second – Stephanie Daniels*

**ACTION**  
(10:50)

**Item 6: Internal Committee Operating Procedures**

Noel Fuller, Chair

- a) Elections Operating (handout)

*Motion to Approve– Andrea Hilkovitz, Second – Bailey Verschoyle*

- b) Fundraising (handout)

*Motion to Approve– Noel Fuller, Second – Amanda Garza*

- c) Special Events (handout)

*Motion to Approve– Stephanie Daniels, Second – Noel Fuller*

- d) UPPS (handout)

*Motion to Approve– Noel Fuller, Second – Bailey Verschoyle*

**UPDATE**  
(10:50)

**Item 7: Matthews Street Construction/ADA Steering Committee**

Illona Weber, Member-at-Large for Logistics

*No updates. The chair will escalate the issue.*

- UPDATE**  
(10:55)      **Item 8: Matthews Street Parking Garage**  
Illona Weber, Member-at-Large for Logistics  
*No updates. The chair will escalate the issue.*
- DISCUSSION**  
(11:00)      **Item 9: Chapter 380 Housing (handout)**  
Illona Weber, Member-at-Large for Logistics  
*The decision of which titles to limit this to was made by the City of San Marcos. Waiting for the City to respond.*
- DISCUSSION**  
(11:05)      **Item 10: Telecommute Review**  
UPPS Committee  
*The UPPS which includes telecommuting options was sent for comments to Staff Council. Staff Council will review and provide updated comments. For information regarding this policy and the review, please email [staffcouncil@txstate.edu](mailto:staffcouncil@txstate.edu)*
- DISCUSSION**  
(11:15)      **Item 11: Office Supply Share (handout)**  
Illona Weber, Member-at-Large for Logistics  
*Staff Council will work with Materials Management to determine the logistics of a shared office supply system.*
- ACTION**  
(11:35)      **Item 12: Badge Development for Performance Management System**  
Noel Fuller, Chair  
*Staff Council suggests the “Staff Star”. Staff Council will work with HR for the changes.*
- DISCUSSION**  
(11:45)      **Item 13: Naming of Council Awards**  
Noel Fuller, Chair  
*Referred to Scholarships and Awards for review.*
- DISCUSSION**  
(11:50)      **Item 14: Announcements**  
Noel Fuller, Chair
- a) Staff Shout-Out – Nikki Johnson, Senior Administrative Assistant, Organization, Workforce and Leadership Studies
  - b) Staff Shout-Out – Jake Sloan, Student Development Specialist, Dean of Students Office
  - c) Staff Shout-Out – Dr. Rosanne Proite, Director, Housing and Residential Life
  - d) DHRL Custodial Concern
  - e) Tax on Education Benefit
  - f) Outdoor Seating – JC Kellam Building
- DISCUSSION**  
(11:55)      **Item 15: Review Pending Items**  
Amanda Garza, Parliamentarian

- a) Create proposal with TSAC committee suggesting creative solutions for additional visitor parking- Compensation and Benefits
- b) Contract Employee eligibility for Awards - Scholarship & Awards
- c) Follow up with VPUA on Staff Emergency Fund - Compensation and Benefits
- d) Staff Appreciation Football Game – Compensation and Benefits
- e) Texas State Recycling Options – Compensation and Benefits

**ACTION**  
(12:00)

**Adjournment**

Noel Fuller, Chair

*Motion to Approve– Andrea Hilkovitz, Second – Bailey Verschoyle*

---

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.