

TEXAS STATE

STAFF COUNCIL

AGENDA

May 12, 2020

10:00 a.m.—12:00 p.m.

ZOOM Meeting

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

ACTION
(10:01)

Roll Call
Noel Fuller, Chair
Members in attendance: Katie Alonzo, Harlan Ballard, Steve Blank, Zachary Collins, Stephanie Daniels, Natalie Davis, Krista Flores, Noel Fuller, Robert Garcia, Amanda Garza, Andrea Hilkovitz, Brandi Martinez, Mayra Mejia, Raidah Murshed, Bailey Verschoyle, Illona Weber, Rachael Weldon-Caron, Walt Yantis, Martin Zavala
Members Not in Attendance: Amy Jiang, Anthony Padilla, Staci Wade

UPDATE
(10:05)

Item 1: Treasurer's Report (handout)
Natalie Davis, Treasurer
No major changes to the budget. We did find out that there are some restrictions to the account. The money coming from the family campaign will go in the staff council scholarship expenses and we will award from that account.

DISCUSSION
(10:10)

Item 2: COVID-19 Staff Concern Updates (handout)
Noel Fuller, Chair
Update: Continuing to field concerns and communicate them with the President's office. Developed a concerns webpage to specifically address comments and concerns by staff on the website. There is also a FAQ section on our website for comments coming into Staff Council. University library update included in the handout. The Presidents Health, Wellness, and Safety work group will address the issue of requesting visitors/guests to wear face masks when we return face-to-face. Information will be forthcoming.

Noel Fuller is on the Faculty/Staff Morale work group. They will be meeting later this week. Items from zoom attendees to address: additional information pertaining to staff similar to the weekly emails distributed for faculty; inconsistencies in messages i.e. virtual commencement but yet we have summer II in person); information on why decisions are being made to go with decisions.

Additional questions/comments to share with President Trauth: 1) Why are we bringing students back in Summer II if there is a likelihood that we will have to send them back home. 2) Why not have Summer I and Summer II online and then try to get ready for the fall face-to-face. 3) It doesn't make sense to do Summer II face-to-face but not commencement, what is the reasoning? 4) Information is filtering differently in divisions; there needs to be a centralized communication stream. 5) Are there ways to show our contracted custodians our appreciation for the work they are doing?

ACTION
(10:30)

Item 3: By-Law Revisions (handout)

Council Effectiveness Committee

We have 25-28 positions available for staff council but can normally only fill 21-23 positions. The intent behind the proposed changes is to make it easier to fill all slots. Proposed changes to membership to move to staff members who have been employed 6 months but not a requirement. There is also a recommendation to update the standing operating budget section.

Illona Weber motioned to approve the amended by-laws, Amanda Garza second, motion passed, no opposition.

UPDATE
(10:45)

Item 4: Elections (handout)

Martin Zavala, Elections Committee

We are migrating to a new voting process on Qualtrics. Staff will be able to nominate and vote outside of their EEO category so start thinking about people you would like to represent you. You can also self-nominate. Staff Council is planning to do direct outreach of the Services category to encourage more involvement. Traditionally this group is difficult to get representation for due to the various natures of their shift work.

DISCUSSION
(11:00)

Item 5: Meeting Recording Protocol

Noel Fuller, Chair

Now that Zoom recording is available, Staff Council wants to discuss options for recording meetings. There is a notification when you come into a meeting that it's being recorded and there is a concern about having meetings recorded that may make people hesitate to share their thoughts. Someone might not want to speak up if it's posted for everyone to see. One suggestion would be to record and post the guest speakers but not allow recording during the meeting. Alternate suggestion was to record portions of meetings but leaving a time during the meeting that isn't recorded so that staff could speak openly.

DISCUSSION
(11:15)

Item 6: Staff Council Awards (handout)

Scholarship and Awards Committee

Awards are open to any full-time staff member; self-nominations are accepted; letter of recommendations can be provided. The committee has updated the rubrics to better reflect the criteria for each award. Staff council members are not eligible for awards. Nominations will open on May 13 and close on June 9.

DISCUSSION
(11:30)

Item 7: Announcements

Noel Fuller, Chair

- a) Staff Shout-Out: Abby Miller, Administrative Assistant II, College of Science and Engineering
- b) Staff Shout-Out: Amy Haffelder, Systems Support Specialist II, Student Affairs Technology Services
- c) Staff Shout-Out: Victor Capellan, Student Development Specialist II, Student Learning Assistance Center
- d) Staff Shout-Out: Nina Wright, Associate Director, Developing HSI Programs
- e) Staff Shout-Out: Lisa Gonzalez, Human Resources Analyst, Human Resources
- f) Family Campaign Update – received a few donations
- g) Fundraising Update – Parking permit fundraiser is on hold until we are back in person so probably not before Summer II. If you did collect funds prior to the suspension of the fundraiser, please get the funds to Natalie Davis and she can deposit them. She's in Richard Castro Undergraduate Admissions. There is a drop slot in door, put the money in an envelope with your name and number on it.
- h) Update from Dr. Trauth – June General Meeting

DISCUSSION
(11:45)

Item 8: Review Pending Items

Amanda Garza, Parliamentarian

- a) Social Media for Staff Council – Marketing
- b) Staff Concern: 10% Salary Increase approvals by President
- c) Staff Concern: Institutional Comparisons for Staff
- d) Staff Concern: Lunch/Break UPPS 04.04.01
- e) Staff Concern: Meals for Commencement Volunteers

ACTION
(12:00)

Adjournment

Noel Fuller, Chair

Stephanie Daniels motioned to adjourn the meeting, Illona Weber second, motion passed, no opposition.

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.