

TEXAS  STATE[®]
STAFF COUNCIL

AGENDA

April 13, 2021

10:00 a.m.—12:00 p.m.

ZOOM Meeting

Staff Council Meetings are available via

Zoom: <https://txstate.zoom.us/j/569017978>; Passcode: Council

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

Members in attendance: Katie Alonzo, Harlan Ballard, Norma Belmares, Steve Blank, Jayme Blaschke, Zachary Collins, Stephanie Daniels, Natalie Davis, Veronica Fernandez, Anita Ford, Noel Fuller, Amy Jiang, Heather Kristoff, Brandi Martinez, Mayra Mejia, Raidah Murshed, Anthony Padilla, Camrie Pipper, Jennifer Small, Annalisa Turner, Bailey Verschoyle, Ana Webb, Illona Weber, Rachael Weldon-Caron, Melissa Yip-Santellana, Martin Zavala

Members Not in Attendance: Justin Cantu, Robert Garcia

SPEAKER
(10:12)

Item 1: Carol Clerie, Assistant VP, Human Resources

Quick introduction from Carol Clerie

UPDATE
(10:02)

Item 2: Treasurer's Report (handout)

Natalie Davis, Treasurer

Still working on clarifying the MOU for the Excellence account. Once that is done, we will share that information out to everyone. Reminder: we operate 3 accounts currently and due to the way they were set up, they don't necessarily work for us in the way we need them too so we are working with Accounting to work through the issues. This was the first year we were able to award monies from our Endowment fund. We were able to award the full amount this year and should see it reflected on the May budget report. That fund is not currently shown in our budget reports but will be moving forward.

UPDATE

(10:07)

Item 3: Salary Setting Review Subcommittee

Annalisa Turner, Committee Co-Chair

The committee is working on gathering information to answer questions/concerns. Some of these are: 1) staff members and their ability to request job analysis, 2) how can staff be paid for additional hours worked, 3) what is the procedure open records request internally, 4) what is the procedure filing employee grievance, 5) how prescriptive is the FLSA law and how it affects exempt vs. non-exempt status and comp time, 6) policy that stipulates at what point long-term temp be turned into full-time position, 7) policy to reallocate duties due to vacancies, 8) how much control does hiring manager have in regards to staff salaries, how much of their budget can they adjust; 9) does anyone track the vacancies on campus, 10) where do salary savings go. Working on filling in the answers and putting all this together into one document to provide back to staff council. We are using the answers to formulate what we would like to move forward with. In addition, we are still working on putting together documentation for a staff ombudsperson. Currently putting it into presentation form and should hopefully have ready in the next few weeks.

UPDATE

(10:14)

Item 4: Staff Recognition/Compensation Letter (handout)

Noel Fuller, Chair

Met with Lisa Lloyd to share the document that we created. She had a few suggestions to clarify some items.

Ilona Weber made a motion to approve UPPS language changes with the omissions shown in red on the handout. Camrie Pippet second; motion approved, no opposition.

Brandi Martinez made a motion to approve the additional language under the discounted products. Annalisa Turner second; motion passed; no opposition.

Will get the document updated and sent to Dr. Lloyd to share with University Administration.

UPDATE

(10:36)

Item 5: Fundraising

Bailey Verschoyle, Chair, Fundraising Committee

We want it to be an easy process for people to both buy and sell. We can still have sites to sell the raffle tickets. We may request volunteers via teams. The fundraiser will be just cash sales for the raffle starting in May and ending with drawing in July to give us time to award the parking permit before it starts in August. Consider having in-person meeting in summer to advertise selling at that time as well.

DISCUSSION
(10:44)

Item 6: Elections (handout)

Martin Zavala

Nominations closed last week and we had 90 nominees. GATO form was created for short bios on the nominees. These will be added to the website. Voting begins on Monday, April 19.

UPDATE
(10:48)

Item 7: Staff Council Scholarship Recipients (handout)

Noel Fuller, Chair

We received 9 complete applications. Council discussed the eligibility of council members to apply for the scholarships.

Brandi Martinez motioned to allow sitting staff council members the eligibility to apply for the scholarships and award and to task the Scholarship and Awards committee to make recommendation on including an outside reviewer(s)/blind review of the applicant pool.

Natalie Davis second; motion passed; no opposition.

DISCUSSION
(11:02)

Item 8: Social Media Survey

Noel Fuller, Chair

Review of the survey results. Biggest challenge is having the means to facilitate the posting and deciding which platform is the most optimal. Discussion regarding the pros and cons to staff council operating on social media.

Natalie Davis made a motion to approve the use of social media and to task the Marketing committee with developing logistics for use. Mayra Mejia second; vote was 12 yes to 10 no; majority not met to pass (14 needed).

DISCUSSION
(11:20)

Item 9: External Committee Updates (handout)

Various Representatives

- a) Vaccination Planning Work Group
- b) Commencement Planning Work Group

DISCUSSION
(11:24)

Item 10: Staff Concerns (handout)

Noel Fuller, Chair

- a) Return to In-Person Service Timeline
- b) Staff Concern Re: UPPS 04.04.40

Additional discussion from council. Staff would like additional clarification on what in-person services means and what it looks like (which we may get from the Town Hall scheduled for next week) (ex. will advisors go back to only face-to-face meetings when their offices aren't large enough for social distancing). Why are faculty getting a different plan than staff (ex. Teaching the semester online approved for remote work which is a longer time period than the 30-day that staff have to submit for).

DISCUSSION
(11:55)

Item 11: Announcements
Noel Fuller, Chair

- a) Staff Shout-Out: Kim Stringham, Merchant Services & E-commerce Specialist, Student Business Services
- b) Staff Shout-Out: Jacquelyn Thomas, Programmer Analyst II, Enterprise Systems
- c) Employee Resource Fair

DISCUSSION
(11:50)

Item 12: Review Pending Items
Stephanie Daniels, Parliamentarian

- a) Staff Concern: Maternity/Paternity Leave
- b) Staff Concern: Faculty/Staff Retirement Announcements
- c) Staff Concern: Equitable Medical Coverage

ACTION
(12:00)

Adjournment

Noel Fuller, Chair
Camrie Pipper made a motion to adjourn the meeting. Noel Fuller 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.

Staff Council meetings are recorded. Guest speakers and associated Q&As may be posted to the Staff Council website. All other recorded portions of the meeting are used to ensure accuracy of transcript data for meeting minutes purposes.

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