



## AGENDA

September 14, 2021

10:00 a.m.—12:00 p.m.

[ZOOM Meeting](#)

*Staff Council Meetings are available via*

[Zoom](#) 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 [on the Staff Council Website](#).

**ACTION**  
(10:00)

### **Call to Order**

Annalisa Turner, Chair

Members in Attendance: Jen Aguirre, Paul Aleman, Carlos Baca, Jayme Blaschke, Veronica Fernandez, Anita Ford, Noel Fuller, Victoria Gonzales, Judy Herington, Heather Kristoff, Brandi Martinez, Mayra Meijia, Anthony Padilla, Camrie Pipper, Jennifer Small, Daniel Vasquez, Bailey Verschoyle, Amy Wong, Martin Zavala

**ACTION**  
(10:01)

### **Item 1: Special Election – Staff Council Secretary**

Annalisa Turner, Chair

The position of Secretary was still vacant after the last meeting, so a special election was held during this meeting. Annalisa outlined the responsibilities of the Secretary position, which include maintaining accurate records of attendance, taking meeting minutes, and preparing the general meeting agendas.

Bailey Verschoyle accepted the nomination for the position and was elected Staff Council Secretary.

**UPDATE**  
(10:05)

**Item 2: Treasurer's Update (handout)**  
Carlos Baca, Treasurer and Natalie Davis  
No major changes - see handout for details.

**UPDATE**  
(10:15)

**Item 3: Future Staff Council Meeting Modality**  
Annalisa Turner, Chair  
Due to an increase in COVID-19 cases in Texas, Staff Council changed the modality of this meeting to virtual instead of in person. For now, the remainder of Fall 2021 Staff Council meetings will be virtual, and Council will revisit an in-person meeting for spring.  
If someone wants to request an in-person meeting prior to spring, that person can reach out to Staff Council to bring it up again as a discussion item.

**ACTION**  
(10:20)

**Item 4: External Committees (handout)**  
Annalisa Turner, Chair

- a) Chief of Police Search  
No updates from Dr. Ballard, but will share more at upcoming meetings
- b) Vaccination Planning Work Group  
Updates from Noel Fuller: mass vaccination events held at the beginning of fall semester, but now focus is shifting to using the Health Center as a main source for vaccines instead
- c) Presidential Search  
Annalisa approached to be a member of the search committee, and will update as more information is available
- d) Staff Resources Programming  
After speaking with Carole Clerie, a new vacancy was added to the Professional Development Advisory Council instead of needing someone to fill the spot on this committee
- e) External Committee Vacancies  
Staff Council voted to fill vacancies on a number of committees:  
  
ADA/504 Steering Committee on Disabilities – Dr. Harlan Ballard  
Environment and Sustainability Committee – Amy Wong  
Presidential Work Life Advisory Council – Judy Herington  
Professional Development Advisory Council – Jen Agurre, Noel Fuller  
Transportation Services Advisory Council – Paul Aleman  
University Safety Committee – Carlos Baca

**DISCUSSION**  
(10:40)

**Item 5: UPPS 04.04.01 – General Workplace Policy Updates (handout)**

Annalisa Turner, Chair

See handout for details.

The ability to log remote work hours should come in October, as HR is working to have that time code updated in SAP. Supervisors and staff will need to manually track short term remote work hours in until those new codes are available.

The policy also allows for 240 hours of short term remote work, which for a full time employee is equivalent to 30 days. SAP will track by the hour instead of by the day.

**ACTION**  
(10:55)

**Item 6: Staff Council Scholarships (handout)**

Noel Fuller, Chair – Scholarship and Awards Committee

See handout for details.

- a) 2021 Scholarship Recipient  
Vote passed to award a partial scholarship to recipient for Spring 2022
- b) 2022-2024 Scholarship/Award Criteria for Council Members  
Staff Council previously voted to allow current Staff Council members to be eligible for Staff Council scholarships. Council voted to allow current Council members to be eligible for scholarships through 2024.

Now, there is a question of whether or not current members should also be eligible for awards to make the two policies match. After discussion, the item was sent to the Scholarships and Awards Committee for further review with new members.

**SPEAKER**

**Item 7: Dr. Denise M. Trauth, President, Texas State University**

(11:15)

Annalisa Turner, Chair

Dr. Trauth shared remarks about the status of the COVID-19 pandemic and University operations. She has encouraged faculty, staff, students, alumni, and donors to get vaccinated, and shared details about the new Vaccine Incentive Program. She also shared details about on-campus testing and reporting of positive cases through Bobcat Trace. While the University can't mandate masks or vaccinations due to the Governor's executive order, the University will continue to strongly recommend testing, masking while indoors, and vaccinations for everyone.

She thanked staff for their hard work with students, helping students register for classes, and carrying the University's mission forward through the challenges of COVID. There are (and have been) staff appreciation events – including gym memberships at the Rec Center over summer, athletics events, and special performances from Theatre/Dance.

Her remarks also mentioned the incoming freshman class – the largest in the University's history with over 6,600 students. We are also graduating students faster than ever before.

Texas State University is also breaking ground for new buildings and renovating old ones – Live Oak Hall, a new research laboratory at Star Park, a new UPD building, updates to the Library, among others.

She also discussed her upcoming retirement after about 20 years of service, and her affection for Texas State University. The Search Committee will have 19 members, and will include a website where there will be a timeline of the process and the opportunity to provide feedback to the committee and to the search firm.

In closing, she thanked Staff Council for their hard work in being the voice of staff on campus. She also thanked Noel Fuller in his previous role as chair.

Annalisa asked that those with questions send them to her, and she will work with Dr. Lloyd to get those remaining questions answered. Annalisa also thanked Dr. Trauth for her time in coming to speak with Staff Council, and thanked her for her service to Texas State University.

**CEREMONY**  
(11:35)

**Item 8: Recognition of 2021-2022 Staff Council Scholarships and Award Recipients**

Annalisa Turner, Chair  
See handout for details.

**DISCUSSION**

**Item 9: Announcements**

(11:50)

Annalisa Turner, Chair

See handout for details.

- a) Staff Ombuds Pilot Program
- b) [Vaccination Incentive Program](#)
- c) Staff Shout-Out: Holly Hirsch, Director, Special Projects
- d) Staff Shout-Out: TXST Child Development Center Staff, School of Family and Consumer Sciences
- e) Staff Shout-Out: Brenda Rodriguez, Director, Student Involvement
- f) Staff Shout-Out: Julia Palacios, Academic Budget Specialist, College of Health Profession's Dean's Office
- g) Staff Shout-Out: Ethan Durand, Student Development Specialist I, International Student and Scholar Services

**DISCUSSION**

**Item 10: Review Pending Items**

(11:55)

Mayra Mejia, Parliamentarian

See handout for details.

- a) Staff Concern: Departmental Spending Inquiry
- b) Staff Concern: Energy Conservation Days
- c) Staff Concern: ADA Accessibility
- d) Staff Concern: Faculty/Staff Retirement Announcements
- e) Staff Concern: University Camp Rates

**ACTION**

**Adjournment**

(12:00)

Annalisa Turner, Chair

Motion to adjourn passed.

Texas State staff are welcome to attend any Staff Council meeting. The list of meeting dates and locations can be found on the [Staff Council Website](#).

If there is a specific issue or concern you would like Council to address, please complete this [form](#). 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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