

TEXAS  STATE[®]
STAFF COUNCIL

AGENDA

September 13, 2022
10:00 a.m.—12:00 p.m.
ZOOM Meeting

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 will be made available online on the [Staff Council Website](#) once reviewed and approved by the Council.

ACTION
(10:00)

Call to Order

Brandi Martinez, Chair

Staff Council members in attendance: Aguirre, Amy, Aguirre, Jen, Ayala, Kristina, Balboa, Cynthia, Blaschke, Jayme, Cantu, Justin, Cook, Nabila, Davis, Natalie, Dowdy, Kei-lah, Dunbar, Kim, Fernandez, Veronica, Ford, Anita, Frank, Antonio, Fuller, Hana, Garza, Amanda, Gonzales, Victoria, Gourluck, Kelly, Kristoff, Heather, Lopez, Joshua, Martinez, Brandi, Medina-Padilla, Ray, Ness, Steven Carter, Pacheco, Jeanette, Small, Jennifer, Vasquez, Daniel, Webb, Ana, Willis, Chad

SPEAKERS
(10:05)

Joshua Arguelles, Wellcats

Employees must register annually to participate in WellCats

Highlighted Services:

- Nutrition Counseling
- Healthy Behavior Change Coaching
- ProActive Nutrition Food Prep courses available for individual or group signup (with enough notice).
- In-person and online fitness and educational classes are offered. View more information on the [WellCats website](#), [events calendar](#), and [education series YouTube channel](#).

Contact worklife@txstate.edu to sign up or for more information.

HR and WellCats are partnering for the [World Mental Health Day 5K](#) on October 10th at 6pm. It is a free event, and the 5k route will be on-campus. Sign up online. Volunteers are also needed. Email wellcats@txstate.edu if you are interested in volunteering

Campus Rec has a limited number of membership subsidies for WellCats members. First-come, first-served. \$25/semester discount.

Sign up for the [SRC membership](#) for non-students online and request the WellCats subsidy in the additional comments box. The student rec center will confirm enrollment with WellCats.

UPDATE
(10:30)

Item 1: Treasurer's Report

Natalie Davis, Treasurer

See handout for details

- Started year with \$14,279.40
- Ended year with \$18,340.81
- PCR's for staff council awards have been submitted. Funds will be paid out to recipients on the regular October payroll.
- Will be submitting request for plaque updates for award recipients soon. The cost was about \$80 last year. It comes out of M&O.
- It may take a few more years to spend the old scholarship account down to zero and have the Excellence Account funded adequately. There is currently about \$6,000 in the old scholarship account. The Excellence Account does not have a lot of funds coming in.

DISCUSSION
(10:35)

Item 2: Subcommittee Reorganization

Brandi Martinez, Chair

- a. UPPS review (04.04.04 focus)
- b. Combine Marketing and Special Events
- c. Combine Scholarships and Elections

See handout for details

Natalie Davis motioned to approve the changes recommended in the handout.

Anita Ford seconded.

Motion passed.

DISCUSSION

(10:50)

Item 3: Subcommittee Preferences

Brandi Martinez, Chair

Current staff council members will be getting a notification soon to submit their committee preferences. Please respond as soon as possible so that committees can begin work for the new year.

DISCUSSION

(11:00)

Item 4: External Committee Reports

Brand Martinez, Chair

DISCUSSION

(11:10)

Item 5: Announcements

Brandi Martinez, Chair

a. Feedback on administrative burdens

In a recent meeting with President Damphousse, members of the Staff Council Executive Committee were asked to make suggestions on ways to relieve some campuswide administrative process burdens. If you have suggestions and associated solutions, please email them to staffcouncil@txstate.edu. Please send as much detail as you can regarding the current process steps, pain points and any suggested improvements, rather than just submitting something like "hiring process"

b. Staff Shout-Out: Graciela Ruiz, Schedule Coordinator, University Registrar

c. Staff Shout-Out: Kelly Damphousse, President

d. Staff Shout-Out: Veronica Mazuca, Video Network Specialist II for the College of Fine Arts and Communications

UPDATE

(11:30)

Item 6: Pending Items

Brandi Martinez, Chair

- a. Salary and merit concerns
- b. Convocations – faculty and staff awards
- c. Uniform/shirts not provided by departments
- d. Staff handbook availability
- e. Civilian response to active shooter – door sleeve covers/jammers
- f. UPD staff not listed on website
- g. Bobcat Trace
- h. University email messaging system
- i. Campus Rec Costs/Memberships

Regarding door sleeve covers and jammers, Shari Ferguson from facilities contributed that these are not allowed by law. They do not meet accessibility requirements. Recommended reaching out to Jeff Pendleton in facilities for any questions about the relevant laws/requirements.

It was also mentioned that any changes such as adding card access are at the expense of the department.

ACTION
(12:00)

Adjournment

Brandi Martinez, Chair
Brandi Martinez, Chair
Natalie Davis motioned to adjourn
Amanda Garza seconded
Meeting adjourned

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 the [Staff Concerns 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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