

Staff Council Meeting Minutes – January 15, 2013

1. **Call to Order:** Amber called the meeting to order at 2:03 p.m.

2. **Attendance:**

2012-2013 Staff Council Member	Term	EEO Category	Present	Meetings Held Since May 2012	Meetings Attended Since May 2012
Banks, Carla	2014	4	Y	9	8
Black, Amber	2013	3	Y	9	7
Bolwahn, Patrick	2013	1	Y	9	7
Brackett, Stephanie	2013	1	N	9	7
Glenn, Bryan	2013	1	Y	9	5
Harvell, Julie	2013	5	Y	9	8
*Hobbs, Misty	2013	5	Y	9	4
Hoover, BethAnn	2014	3	N	9	8
Hunter, Larry	2014	6	Y	9	5
McNutt, Tracy	2014	4	Y	9	8
Rausch, Mary	2014	3	Y	9	9
Reed, Jamey	2014	7	Y	9	7
Roach, Trey	2014	3	N	9	5
Stevenson, Lana	2014	1	N	9	6
Thompson, Cynthia	2014	7	N	9	6
***Tonne, Betsy	2013	4	N	9	0
Washington, Linda	2014	4	Y	9	8
White, Andrew	2014	4	N	9	4
Workman, Zack	2014	1	Y	9	9
**Wright, James	2012	7	Y	9	5

*Filling the remainder of Dwaina Six's term.

**Filling the remainder of Carol Schawo's term.

***Filling the remainder of Cheryle Dill's term.

3. **Review of Minutes from December 18 meeting:** Mary pointed out additions to the minutes, mainly to add information about active shooter and behavioral intervention training available online through TrainTraq. Carla motion to approve the minutes as amended, and Linda seconded. All voted to approve the minutes.

4. **Treasurer's Report:** Patrick reported that the Operating Fund has a balance of \$4,422.06 as of January 13. There is an outstanding requisition for Terri Pulliam's Employee of the Month reception for \$41.66, so the adjusted balance is \$4,380.40. Patrick received two more invoices for Employee of the Month receptions at the beginning of the meeting, with an approximate total of \$80. All Tuition Assistance scholarships submitted have been paid. Patrick reminded everyone that if a ProCard is used for purchasing, please let him know and send him a receipt. Bryan motioned to accept the treasurer's report as submitted and Tracy seconded. All voted to approve the treasurer's report as submitted.

5. **Committees:**

a. **Election Committee:** Betsy Tonne is filling the remainder of Cheryle Dill's term.

- b. **Staff Appreciation:** I Caught You Caring—Julie reported that the committee is working on a new form for this event, which would allow a nominator to say what is special about the nominee. The nomination period will be Thursday, Feb. 7 through Thursday, Feb. 14. The committee will meet on Friday, Feb. 15 to get the nominations together and send a list to Patrick to have the award put on the nominees' Gold Cards.
 - i. Patrick noted that half of the funding for each \$2 award comes from the Gold Card Office, and the other half from Staff Council. There was discussion about raising the Staff Council part of the award to \$2, for a total award of \$3. Bryan thought there might be money available through his office for this. (For reference, there were about 300 or so nominations last year.) Linda moved to add \$2 from Staff Council to I Caught You Caring, to raise the total award to \$3, and Tracy seconded. The motion was approved by all. Bryan asked if there was a budget line for I Caught You Caring. Patrick didn't think so, but will check.
- c. **Staff Development:** Patrick talked to Dr. Harry Hueston and Shawn Burns, chief of University Police, about the possibility of presenting sessions of their Active Shooter presentation. Staff Council could sponsor this. Patrick said that the Gold card Office could hold drawings for a couple of awards of \$25 added to Buff Gold Card accounts as an incentive to attend this training.
 - i. Some questions arose from this discussion--Is active shooter training mandatory? Should it be, at least on our campus? There is online training available through TrainTraQ (see Staff Council minutes from December 18). Carla mentioned that Shawn Burns will work with departments on training and coming up with a plan in case of emergencies. Several departments have already contacted UPD to make arrangements. There was much discussion about crime rates with and without concealed weapons.
 - ii. Back to the Active Shooter training—should it include some video from the Active Shooter exercise held on campus last spring? There may be legal and/or safety issues with showing the video. Could it be edited to be used for educational purposes? Zack reported that Active Shooter training is not required by the Texas A&M System. Should it be a WT requirement? This would have to go through the Human Resources/Personnel office. Individual departments could make this training mandatory for their employees.
- d. **Employee of the Month:** Amber reported that there were a number of nominations submitted recently. There will most likely be a run-off to decide this month's honoree.

6. **Old Business:** None.

7. **New Business:**

- a. Amber, acting for Stephanie, presented an appeal for Tuition Assistance from someone who was denied. There was much discussion. Bryan motioned to extend tuition assistance to the appellant and Carla seconded. All voted to approve the motion.

8. **Other Business:** None.

9. **Adjournment:** Carla motioned to adjourn the meeting and Julie seconded. The meeting was adjourned at 2:45 p.m.

Next Staff Council meeting is **Tuesday, February 19 at 2 p.m.**

Respectfully submitted by Mary Rausch, Secretary.