

Thursday, April 14, 2022

- **Call to Order**
 - Dane called the meeting to order at 2:11 p.m.
- **Approval of previous meeting minutes**
 - Minutes will be sent out via email and approved in that format. Please keep an eye out for the communication and approval process.
- **Updates and comments from the President**
 - Welcome new SC member Lynn Garrett!
 - Welcome Diane Brice!
 - Meeting with Faculty Senate and Student Government
 - New resource webpage
 - Items such as where to get free meals, clothing closets, etc.
 - Working with Jerry to bring back shuttle bus to Walmart once a month.
 - Pausing for shifts in leadership within Faculty Senate and Student Government.
 - Canva account
 - Exists again and is active!
 - Staff Appreciation Luncheon
 - May 3rd – 12-1 – Buffalo Room (ABH)
 - Reminder! Be there or be square.
 - For current Staff Council members only
 - All Staff Awards Luncheon
 - Be there as well.
 - Dane will contact the volunteers for the gold card check-in process.
 - June 14 – 12-2 – Legacy Hall
 - Chairs and officers to present during next meeting
 - Voting ends tomorrow, 4/15, for new members.
 - To explain the position duties and responsibilities. Will give people the opportunity to better understand what the roles are and what they do and if they would like to run for them in the June meeting.
 - Chairs and Exec team please send that info to Abby by Friday the 22nd.
- **Old Business:**
- **Staff Council Subcommittees:**
 - Employee of the Month Committee – **Berlin**

- Working on Employee of the Year. Using Microsoft Forms will be via Campus Email. Berlin will be working with Dane and Amanda. Chris Morgan has left the university and since Jennifer Denham is not eligible there are only 11 candidates (two August winners).
- The whole university will vote. Hoping to have something done the 2nd week of May.
- This committee will choose for June to have that done for next year's committee.
- Will need a new chair.
- Scholarship Committee – **Lauren**
 - Working on ICYC reimbursements.
 - Doing outreach for expenses.
 - Earnings came in for endowed.
 - Early next week Scholarships will need to award from the Staff Leadership fund so the committee will need to meet. Need to award by May 1st
 - Once new tuition assistance is in place, the committee will meet to discuss the new process.
 - Lynn mentioned that tuition assistance has been a big topic and asked if we will get a report on where the money not distributed will go. Lauren confirmed.
 - Approval of Treasurer's Report. Sonja Young motioned to approve, Jeremie Middleton seconded, all in favor. Approve.
- Staff Appreciation & Events Committee – **Beth**
 - Beth mentioned that Fun Fest is the next big thing, that each committee will have a part and she would like for the committees to meet and brainstorm the vision and how to improve the event overall. The committee roles are as follows:
 - Comm/Outreach – Marketing & Ad/PR
 - EOM and Fundraising will partner – Donation Pedaling
 - Professional Development – Reservations, Set up & Tear Down
 - Spirit – Food
 - Staff Appreciation – Food
 - Lynn asked to see a list of the committee roles.
 - Beth mentioned it would be worth paying JBK to set up and tear down the tables for the event. Dane said it would be up to the president and new staff council to vote upon that cost when the new term begins.
- Spirit Committee – **Brittney**
 - Sweet Sipz Tuesday, April 19th from 2-4. 4 drink options in the 24 ounces. Come hang out, corn hole, music.
 - Stephanie asked if this could come out to Amarillo as there are 60 folks down there now. Dane mentioned it is just for staff, and many of those people are faculty or student workers. Beth asked about purchasing some of the most popular drinks in jugs and taking it there. Brittney is going to look into it, she's not sure we would need much.

- Lynn mentioned the Business Services Academy is also that day until 3:00 pm, which could cause a long line. Brittany mentioned she could ask them to be there from 2:30-4:30 instead.
- Professional Development Committee – **Abby**
 - Book Club is going well. Dane said they are shifting stuff around with the schedule changes and half day. He mentioned everyone should read *Blink*, as it is a very good book. The last meeting will be finals week with finger foods.
 - We are trying to bring back Excel to the Max. Everyone is on board, it is a good idea.
- Communications & Outreach Committee – **Sami**
 - No updates.
- Election Committee – **Carolina**
 - Elections end tomorrow. There are trends and results showing about who is likely going to win.
 - One EEO went down a #. For every 30 staff members, we get one member, which is why a category went down. One category kept their numbers barely. She will send out emails next week about if people accept.
 - Brittany asked how EEO categories are determined, Carolina answered by HR and based on job title. They send a list of where each person is.
 - If you are rolling off unless you are a committee chair or on executive leadership, May will be your last meeting. 😞
- **New Business:**
 - Spirit Committee – **Abby**
 - Abby mentioned having Spirit Committee oversee when Staff Council have life events – having a baby, leaving university, deaths in the family, etc. this committee will be over getting cards, cake, etc. for meetings, getting them signed and such to celebrate, honor, etc. If you become aware, please forward it to Spirit Committee Chair.
 - Fun Fest – **Abby**
 - Will send out the committee assignment list
 - Discussed possible dates, landed on July 27th for a “last hoorah before school starts.”
 - Asked about how to reserve electricity and Julie mentioned add it in the notes.
 - Beth requested Staff Council to pay JBK to set up tables.
 - Reconfiguring Scholarship Committee to Fundraising Committee
 - Dane went over changes in By-Laws, including Treasurer role, Ex-President and Scholarship.
 - Beth asked what scholarships staff may be receiving that the committee may be receiving from the scholarship service. Dane mentioned she doesn’t often meet them.
 - By-Law Revision and Approval. Berlin McIntosh motioned to Approve, Austin Farley seconded, all were in favor, approved.

- Possible after-hours mixer; current and old staff council members
 - Public setting, pay for your own meal/drinks, spouse and partner welcome
 - Not required to attend by encouraged
 - Discussed having it the evening of the May 12th meeting. Dane will send out tentative dates.
- Tasks for Fundraising Committee
 - All-Staff Awards Luncheon and Fun Fest
 - Money, gifts, baskets/
 - Need things by mid-May for giveaways.
 - Lynn asked about sponsorships. Dane said not just name, but maybe down the line.
 - Lauren will get tasks to delegate to members of the committee.

-

▪ **Announcements:**

- Betty Stocker Retirement – Wednesday 3-5! Great Staff Council partner.
- Farewell Leo and Austin
- Any other announcements?
 - Julieie looking for volunteers to pass out programs. Could be service hours if people have students that need it. They need four per graduation.
 - Women in Pearls – Thank you! It was great! Diversity did a fantastic job.

▪ **Adjourn**

- Meeting adjourned at 3:07 p.m.

Respectfully submitted by Abby Betts

Staff Council Member	Term	EEO Category	Present	Attended Since June 2021
Betts, Abigail "Abby"	2022	EEO 3	Y	8
Eatley, Julie	2023	EEO 3	Y	9
Ellis, Sandra	2022	SSC	Y	10
Faltinek, Jerry	2023	EEO 3	Y	10
Farley, Austin	2023	EEO 1	Y	5
Ferrara, Barbara	2022	EEO 5-7	N	6
Flatt, Kenneth	2023	SSC	Y	6
Freas, Mary	2023	EEO 4	N	9
Galloway, Carolina	2021	EEO 1	Y	10
Gaston, Lauren	2023	EEO 3	Y	11
Glenn, Dane	2022	EEO 3	Y	11
Green, Ryan	2022	SSC	Y	6
Green, Samantha "Sam"	2023	EEO 3		9
Lee, Brittney	2023	EEO 1	Y	11
McIntosh, Berlin	2022	EEO 4	Y	9
Middleton, Jeremie	2023	EEO 1	Y	11
Mowry, Beth	2023	EEO 4	Y	8
Palmer, Barbara	2023	EEO 1		7
Reid, Leo	2022	EEO 1	Y	8
Rogers, Amanda	2023	EEO 4	N	9
Thompson, Sami	2022	EEO 3	Y	6
Webber, Darcy	2022	EEO 3	N	7
West, Stefanie	2024	WTAC	Y	?
Wilson, David	2023	WTAC		6
Wopperer, Jamie	2023	SSC	N	4
Young, Sonja	2023	EEO 5-7	Y	7