

Staff Council Meeting Minutes – February 8, 2018

Attendance – 10 meetings since June 2017.

2017-2018 Staff Council Member	Term	EEO Category	Present	Meetings Attended Since June 2017
Adams, Amie	2018	SSC	Y	9
Allen, Thomas	2018	SSC	N	7
Andersen, Rik	2019	EEO 3	Y	10
Bowen, Bill	2018	EEO 1	Y	9
Brown, Randy	2019	EEO 1	N	3
Buckelew, Vicky	2019	EEO 4	Y	1
Fox, Karen	2018	EEO 4	Y	7
Gonzales, Charlie	2018	SSC	Y	1
Haasl, Lora	2018	EEO 3	N	7
Hampton, Nancy	2018	EEO 1	Y	8
Kopke, Kim	2018	EEO 4	Y	10
Lawson, Amanda	2019	EEO 5-7	Y	4
Lively, Darcy	2018	EEO 3	Y	6
Peacock, Nicolas	2018	EEO 5-7	N	5
Reid, Leo	2018	EEO 3	Y	5
Seymour, Max	2019	EEO 1	N	7
Shea, Tracy	2019	EEO 1	N	7
Simmons, Shawna	2019	EEO 1	Y	7
Vinyard, Michelle	2018	EEO 3	Y	9
Ward, Megan	2018	EEO 4	N	8
Womble, Lynsee	2018	Ex Officio	Y	7

1. **Call to Order** – Amie called the meeting to order at 2:04 called the meeting to order at 2pm
 - a. Welcome to Staff Council
 - i. Vicki Buckelew
 1. Vicki works in the Division of Institutional Advancement and is completing Kina’s term
 - ii. Charles Gonzales
 1. Charles works in the Construction area of SSC and is completing Nikky’s term
2. **Review of Minutes from previous meeting, January 11, 2018**
 - i. Michelle moved for approval and Leo seconded her motion
 - ii. Passed unanimously
3. **Treasurer’s Reports for November, December and February** (Nancy Hampton)
 - i. Lynsee moved to approve and her motion was seconded by Bill
4. **Old Business**
5. **Updates from Staff Council Subcommittees**

- a. Employee of the Month (Chair – Michelle Vinyard)
 - i. Sam Green is Employee of the Month for February
 - ii. Presentation scheduled for Friday, February 23rd at 10:30am
- b. Scholarship & Tuition Assistance (Chair – Lora Haasl)
 - i. Report of Faculty/Staff usages of our Staff Council Scholarships requested
 - ii. Met with Sam Green about Student Employee Luncheon and updated information will be available at the next meeting
- c. Staff Appreciation (Chair – Karen Fox)
 - i. “I Caught You Caring” begins Monday, February 12th and lasts for a week
 - 1. Each employee who is nominated is given a one-time deposit on their Buff Gold Card. In previous years the deposit was \$3 and there was discussion about increasing the amount to a one-time deposit of \$5.
 - 2. Buffalo Gold Card office helps with some of the funding and other offices/departments are needed to help off-set cost. Staff Council may be paying some in as well.
 - 3. Kim will check minutes to confirm may have been contributing
 - 4. Amie suggested that employees who receive more than one nomination are put into a drawing for an additional one-time \$25 deposit on their Buffalo Gold Card
 - a. Veterans Services will donate the \$25
 - 5. Invited Vicki to be a part of committee and Vicki agreed
- d. Election Committee (Chair – Lynsee Womble)
 - i. Replaced Kina with Vicki
 - ii. April begins nominations for the upcoming year
 - 1. Start search process with self-nominations
 - 2. There was a shift in eligible membership after changes were made to EEO categories
 - 3. Staff Council members include
 - a. One member for every 25 employees in an EEO category
 - b. Some EEO categories are combined
 - c. Four SSC employee representatives
- e. Homecoming (Chair – Bill Bowen)
 - i. Update for Homecoming 2018
 - 1. Homecoming celebration is inclusive of entire WT Community
- f. Staff Development (Chair – Darcy Lively)
 - i. Brain Break Survey
 - 1. 85 responses and feedback is positive
 - 2. Half of those who responded have not attended a Brain Break activity

6. New Business

- a. Fill a seat on Parking Committee
 - i. Confirm whether or not Kina is continuing on this committee
- b. Dr. Wendler suggests having an ex-officio from Faculty Senate sit on Staff Council and a Staff Council ex-officio sit on Faculty Senate (he also mentioned a softball game between the two parties...). His suggestions were merely to help with collaboration between Faculty Senate and Staff Council.
 - i. Softball game is not something that many are in favor of

- ii. Perhaps another guided activity
- iii. Concerns about timing and length of Faculty Senate meetings

7. **Announcements**

- a. Master Plan Townhall meeting is February 13th at 5:30pm in Legacy Hall
- b. Black History Month
 - i. Keynote tonight at 7pm Legacy Hall-Associate VP of Diversity, Equity and Inclusion Dr. Paul Frazier from Texas Tech

8. **Adjournment** –

- a. Rik moved for adjournment and his motion seconded by Nancy
- b. Unanimously passed and meeting adjourned at 2:30pm

Next meeting is scheduled for February 22, 2018 at 2pm in the JBK Buff Branding Room 12.

Respectfully submitted by Secretary, Kim Kopke