

Staff Council Meeting Minutes – November 8, 2018

Attendance – 6 meetings since June 2018

Guests present: Nancy Hampton

2018-2019 Staff Council Member	Term	EEO Category	Present	Meetings Attended Since June 2018
Andersen, Rik	2019	EEO 3	Y	6
Bustos, Amber	2020	EEO 3	Y	6
DePue, Brooke	2020	EEO 3	Y	4
Eller, Ashley	2020	EEO 4	Y	1
Ferrara, Barbara	2020	EEO 5-7	Y	5
Galloway, Carolina	2019	EEO 1	Y	4
Hiner, Mary	2019	EEO 4	Y	2
Johnson, Brandon	2020	EEO 5-7	Y	4
Lawson, Amanda	2019	EEO 3	Y	3
Lucero, Leroy	2020	SSC	N	3
Mayo, Jeff	2020	EEO 4	Y	4
McKinley, Steven	2019	SSC	Y	2
Neill, Kristi	2020	EEO 3	N	4
Pacheco, Brandy	2020	EEO 4	Y	4
Palmer, Barbara	2019	EEO1	Y	5
Reagan, Michael	2020	EEO 3	Y	6
Seymour, Max	2019	EEO 1	Y	6
Simmons, Shawna	2019	EEO 3	N	4
Trevino, Nicole	2020	SSC	Y	3
Ward, Megan	2018	Ex Officio	Y	5
Wilson, David	2020	EEO 3	Y	5
Winters, Christina	2020	SSC	Y	2

1. **Call to Order** – Max called the meeting to order at 2:03pm
2. **Review/Approval of Minutes from previous meeting**, October 11, 2018
 - a. David moved for approval and motion seconded by Michael. Minutes approved
3. **Special Guest:** Nancy Hampton shared information about flex time.
 - a. Flex time is decided by department and deviation from set hours must be approved by manager.
 - b. Time has to be made up within the same week and minimum 30min lunch is encouraged.
4. **Treasurer’s Report** – Kristi out. No report.
5. **Old Business**
 - a. New Members Committee Selection
 - i. Signup sheet passed around so new members can choose committees to serve on.
 - b. Parking Committee
 - i. Staff Council has three seats – Do we want to leave Kina on in the third seat?
 - ii. Mary proposed to let Kina stay on and Amanda seconded. Passed unanimously.

iii. Rik will fill the third seat should Kina not want to stay on.

6. Staff Council Subcommittees

- a. Employee of the Month (Megan Ward)
 - i. Nov. recipient is Michelle Blake. Reception likely in Dec. due to Wendler's schedule.
- b. Scholarship & Tuition Assistance (Shawna Simmons) – Shawna out. No report.
- c. Staff Appreciation (Amanda Lawson)
 - i. There was a good turnout for the October 18th event.
 - ii. Next event will be Nov. 30 and we'll be delivering candy bars to staff.
- d. Election Committee (Megan Ward)
 - i. All seats are filled. No report.
- e. Homecoming (Michael Reagan)
 - i. Prizes have been delivered and the committee is done for a while.
- f. Staff Development – (Brooke DePue)
 - i. Tuition assistance research – Will have a proposal for the next meeting to support increasing tuition assistance for staff and dependents.
 - ii. Ginger bread house competition – vote on theme. Magic of Christmas won.

7. New Business

- a. Parking Lot/Green Space Proposal
 - i. If removed, green space between Guenther and Buff Halls could be 50 parking spaces.
 - ii. Amanda proposed to convert green space mentioned above to parking and Christina seconded. Sixteen for and one opposed – proposal passes
- b. Formation of New Committee
 - i. Committee to ensure Staff Council terms are consistent when it comes to roll offs.
 - ii. Rik will chair and a signup sheet was passed around.
- c. Scholarship Question
 - i. There are no specifics on what Staff Council Scholarships can be given for or spent on.
 - ii. Do we allow them to be used towards books?
 - iii. Michael proposed we do not restrict use of staff scholarships and Rik seconded. Motion passes with unanimous vote.
- d. Spring All Staff Meeting
 - i. Will be more of a staff meeting with a meal and will not include a construction update.
 - ii. Staff recognition and awards will take place during this time.
- e. Other
 - i. Can we tie Employee of the Year into spring all staff meeting?

8. Announcements

- i. Veterans Memorial Dedication, Friday, November 9, 10:00am

9. Adjournment – 3:05pm

- a. Rik moved for adjournment and Michael seconded the motion
- b. Passed unanimously

Next meeting is scheduled for December 13, 2018 at 2pm in Buff Branding Room 12.

Respectfully submitted by Secretary, Amber Bustos