

Staff Council Meeting Minutes – February 13, 2020

Attendance – 9 meeting since June 2019

2019-2020 Staff Council Member	Term	EEO Category	Present	Meetings Attended Since June 2019
Broughton Kendra	2020	EEO 5-7	Y	6
Castagnetta, Tamara	2021	EEO 3	Y	8
DePue, Brooke	2020	EEO 3	N	7
Eller, Ashley	2020	EEO 4	Y	8
Fisher, Nanna	2020	EEO 3	Y	8
Galloway, Carolina	2021	EEO 1	Y	4
Hall, Ronnie	2021	EEO 3	Y	5
Johnson, Brandon	2020	EEO 5-7	N	1
Kotara, Rick	2020	SSC	N	0
Mayo, Jeff	2020	EEO 4	Y	8
McKinley, Steven	2020	SSC	Y	7
Melcher, Dana	2021	EEO 1	Y	8
Pacheco, Brandy	2020	EEO 4	Y	6
Palmer, Barbara	2020	EEO1	Y	6
Paschel, Alyssa	2021	EEO 3	Y	8
Reagan, Michael	2020	EEO 3	N	5
Riggs, Cindy	2020	SSC	Y	7
Rosales, Misael	2020	SSC	Y	7
Seymour, Max	2019	Ex Officio	Y	7
Stocker, Betty	2021	EEO 4	Y	6
Sulik, Jeff	2021	EEO 1	N	7
Wilson, David	2020	EEO 3	Y	8

1. **Call to Order** – David called the meeting to order at 2:02 p.m.
2. **Review/Approval of Minutes from previous meeting**, January 9, 2020
 - a. Betty motioned for approval with amendments, and motion seconded by Kendra - Minutes approved with amendments (Max Seymour corrected from absent to present from the January 9, 2020 meeting and Leroy Lucero was deleted off the sign-in sheet)
3. **Old Business**
 - a. Committee Mission Statements: David will email proposed bylaw changes to vote on in March 2020
 - b. “HOW TO Binders” for your committees on the Staff Council g-drive: Please have updated by April

4. Treasurer's Report

- a. Review of report from January 9, 2020 through February 13, 2020
- b. Treasurers report approval tabled until March 12, 2020 meeting; Changes were made to Dependent Scholarship (Interest) Account

5. Staff Council Subcommittees

- a. Treasurer & Scholarship
 - i. Committee plans to meet to discuss RE Staff Leadership Scholarship and \$2,000 to award
 - ii. Send Ashley your name if you have received Staff Council tuition assistance and let her know if you would like to participate in a video that highlights testimony from scholarship recipients for advertising and positive impact
- b. Employee of the Month
 - i. Ronnie Hall's Employee of the Month Reception was well attended and was held on January 8, 2020
 - ii. Shaina Hembree was chosen February 2020 Employee of the Month, her Reception date and time are still to be determined at the time of this meeting
- c. Staff Appreciation and Events
 - i. I Caught You Caring update:
 1. By Thursday, February 13, 2020 there were 304 nominations for staff plus 50 for SSC staff; Committee will give us final update at the March 12, 2020 meeting
 2. There were 12 sponsors
 3. Committee will work with the Gold Card Office to apply money to those nominated; and will give candy to faculty who were nominated
- d. Spirit Committee
 - i. Ashley spoke for Michael: the committee has sent their mission statement to David and have uploaded their how to binder and will be scheduling a meeting soon
 - ii. The I Caught You Caring photos have been sent to the Staff Council email and David will check if Michael has access to the email
 - iii. The committee would like to have an event every two months
 1. Ideas include having an event near Easter but with buffalo chips instead of eggs as well as something in the summer to gear up for the new semester
 2. Carolina (Staff Appreciation and Events Committee) offered to collaborate with the Spirit Committee if needed
- e. Staff Development
 - i. Ronnie spoke for Brooke: Second Cup of Coffee is scheduled for March 10, 2020 from 9-10:30 a.m. in the Alumni Banquet Hall. They will use Keurig machines. If you have volunteered a Keurig, please bring the day before
 - ii. Brook will email proposal for survey for staff to use to communicate concerns
 - iii. Proposal for Community Service Day; a half or all day event; Committee will compile a list of approved places to volunteer
- f. Communications and Outreach
 - i. Please follow them on social media if you haven't already
 - ii. If you know of any places that offers discounts for WTAMU, please send to Nanna and they will add to the Did You Know
 - iii. The committee has a few more Member Monday posts to complete

- iv. Carolina suggested adding a calendar of events on the Staff Council Website
- v. Ashley spoke of branding, so that all Staff Council events have continuity; David suggested making a list of events your committee hosts along with the date and send to him
- g. Election
 - i. Committee had nothing new to report
 - ii. David asked the committee in January to think of other pros and cons regarding adding pictures and statements on the ballot to discuss during this meeting: the committee liked the idea but not to make mandatory, let the candidate know it is optional but it might help, and when candidate accepts the nomination to ask them if they would like a new picture taken or to use their Buffalo Gold Card picture
- h. Policy Subcommittees
 - i. Relaxed Dress Code
 - 1. David asked that instead of drafting as a policy per TAMUS, to re-draft the proposal using the procedure template he provided
 - 2. Max suggested not getting specific on snowfall or ice but to base on temperature and to use weather.gov for uniformity
 - 3. David will resend proposal once completed
 - ii. Alternative Summer schedule
 - 1. Ronnie spoke for Jeff Sulik: the committee asked for input
 - a. 05.11 through 08.03 are good dates per Dana
 - b. Jeff Sulik had suggested an across the board 8:00 a.m. to 4:00 p.m., David said this change would have to be approved by System
 - c. David suggested drafting a proposal for both and speaking with HR for feasibility

6. **New Business**

- a. For the upcoming Blood Drive, the committee needs representatives from Staff Council; Betty volunteered
- b. The New Staff Orientation Postcard were sent out using a list from HR, did not go out to staff technicians
- c. David will forward via email a letter from a concerned citizen for Staff Council's feedback and speak with the President at their next standing meeting

7. **Final Comments from the President**

- a. Continue being a VOICE for fellow staff
- b. David and the President will be meeting with Randy Rikel regarding the relaxed dress code, concerns from staff and attending events as an office; and then with Dr. Rasberry regarding Staff Council scholarships and asks that you email him with anything you would like to add for the meetings

8. **Announcements**

- a. Carolina reminded the Staff Council that the Passport Fair is on Wednesday, February 18, 2020 if you or someone you know needs one
- b. Kendra said she received the pictures from January's Employee of the Month Reception

9. **Adjournment**

- a. David adjourned the meeting at 3:20 p.m.

Next meeting is scheduled for March 12, 2020 at 2pm in ***Buff Branding Room 12***

Respectfully submitted by Secretary, Jeff Mayo