

## Staff Council Meeting Minutes – September 10, 2015

1. **Call to Order:** Betty called the meeting to order at 2:05 p.m.

2. **Attendance:**

\*Filling remainder of Alicia Johnson’s term. \*\*Filling remainder of Kasey Long’s term.

2015-2016 Staff Council Member	Term	EEO Category	Present	Meetings Held Since June 2015	Meetings Attended Since June 2015
Antunez, Gilbert	2017	3	Y	4	3
Bedwell, Larry	2016	SSC	Y	4	4
*Bowen, Bill	2016	1	Y	4	1
Cross, Stephen	2017	5	Y	4	4
Elms, Johnna	2016	4	Y	4	4
Hampton, Jarvis	2017	1	Y	4	3
Hobbs, Misty	N/A	5	N	4	3
Machado, Ricardo	2016	SSC	N	4	3
McIlroy, Sherri	2017	4	Y	4	3
Rausch, Mary	2017	3	Y	4	4
Riggs, Cindy	2016	SSC	N	4	2
Rosales, Gaby	2014	SSC	Y	4	4
Rueda, Misty	2016	3	N	4	2
Scantling, Mickie	2017	5	Y	4	4
Stocker, Betty	2016	4	Y	4	4
Sweetgall, Linda	2017	4	Y	4	3
Swindell, April	2016	3	Y	4	3
Vanlandingham, Wendi	2017	1	N	4	3
Vizzini, Beth	2017	5	Y	4	3
Warren, Becky	2016	3	Y	4	3
**Williams, Melissa	2017	3	Y	4	1
Womble, Lynsee	2017	3	Y	4	4

3. **Guest Speaker—Harvey Hudspeth, Director of Human Resources:**

- a. **Staff classification changes.** Mentioned at the Sep. 8 University Council meeting-- these are being discussed at the Texas A&M System level. The changes will be based on data gathered from the Activity Analysis/administrative audits done in June 2014. The ultimate goal is to standardize job titles and position descriptions as much as possible. Human Resources officers have been meeting, and working with Price Waterhouse. They are looking for common titles and duties within position descriptions to make them more universal across the System. This will not work in all situations, due to the unique combination of positions in some universities. It will be at least a year before there are any changes. Some things still to be decided—how to communicate this? How to budget for this? Planning is ongoing.
- b. **Pay structures.** They are different across the System. The goal is to have standardized compensation plans across the System as positions/job titles are reclassified. There is some “wobble room” for each institution, based on cost of living. This is also a ways out. The plan is to also adjust salaries to the market when possible. There will be no reductions in salary, but there could be pay raises. There is still much to be determined.

- c. **Replacing current payroll system.** Our current payroll system is a homegrown system developed in the early 1990s. It is being replaced with a human resources/payroll system called WorkDay (which will be renamed Helios). A good bit of paperwork will move online in the future. Human Resources is still in the planning phase, and implementation will come at a later date.
    - d. **Personnel restructuring in Payroll.** With retirements and a new system in the near future, Human Resources doesn't want to hire someone to learn the current system, and then have to learn the new one. Texas A&M is helping us out—beginning October 1, they will process our payroll. They do this for a few other universities as well. Shannon Ham will be the liaison between WT and Texas A&M.
4. **Review of Minutes from August 13 meeting:** April moved to approve the minutes as emailed, and Stephen seconded. All voted to approve the minutes as emailed.
5. **Treasurer's Report:** The system was down, so April could not run status reports. She will submit one at the next meeting.
6. **Committees:**
  - a. **Employee of the Month:** Mickie picked up the plaque for Employee of the Year and the traveling Employee of the Month plaque. Aaron Price of the University Police Department is the September Employee of the Month. Congratulations Aaron!
  - b. **Scholarship/Tuition Assistance:** Staff Council has received several thank you letters for scholarships and tuition assistance.
  - c. **Staff Appreciation:** Gaby reported that Take a Break is scheduled for Wednesday, Sep. 16 from 2-4 p.m. in the JBK Commons. Yummy snacks will be available.
  - d. **Staff Development:** Anne Medlock-Ely, Associate Professor of Theatre, will be the speaker at the next Brain Break on Wednesday, Sep. 30, 3 p.m. in the JBK White Room.--"Thinking Inside the Closet : Frighteningly Frugal Halloween Costumes."
  - e. **Election Committee:** We have two new members—Bill Bowen from the Gold Gard Office and Melissa Williams, Honors Program Coordinator. Welcome to Staff Council!
  - f. **Homecoming:** Homecoming door contest prize categories—large, small, open space, and crowd pick. A committee from Staff Council will judge the first three categories. There will be a text vote for the Crowd Pick—1 vote per phone. Judging will take place during Homecoming Week (Sep. 21-26). Pizzas and sodas have been donated for the contest winners. Golden Buffalo Chip hunt will be the same as last year—1 winner each day, then those winners will be entered for the grand prize, a VHAC membership. There will also be a Photo Bomb contest with daily winners.
7. **Old Business:**
  - a. **New Staff Orientation:** Still on hold.
8. **New Business:**
  - a. **Concealed Carry:** The University committee will meet tomorrow. What questions should be brought to the committee? The committee will identify areas on campus to exclude/restrict weapons and send that to the Board of Regents.
    - i. **Don't want lockers.** There is a chance of injuries putting weapons in and taking them out. They are also expensive. Check in/out of weapons? Also manpower, expense, liability issues.
    - ii. **Will this put a burden on UPD?** Probably not. Those who have a concealed carry license should know where and where not to carry. Concealed carry licensing/certification includes classroom time, firing range time (must have a minimum score), and background checks.

- iii. **Training sessions for faculty and staff on what this all means?** There will be community/town hall meetings set up to discuss questions and concerns.
- iv. **Other discussions/questions:**
  - 1. **Imprinting**—even though your weapon is concealed, it can be seen through your clothes—either too tight or too transparent. Concealed carry means just that—the weapon is completely concealed from view.
  - 2. **Most students in the dorms are not eligible for concealed carry licenses.** They're too young (under 21) or international students.

**9. Other Business: None.**

**10. Adjournment:** Betty adjourned the meeting at 2:59 p.m.

Next Staff Council meeting is Thursday, **October 8**, in the Buff Branding Room (Rm. 12) of the JBK.

Respectfully submitted by Mary Rausch, Secretary