Call to Order: The meeting convened after the Award Ceremony and pictures at 10:48am, Chair – Mr. Kevin Gilley presiding. Mr. Gilley welcomed everyone and our new member, Sarah Drennan.

Members in attendance: Sandra Brooks, Mark Burrow, Sarah Drenning, Burel Ford, Kevin Gilley, Robert Hanna, Robert Hendry, Janet Herington, Amy Hilton, Sonya Kraus, Jeff Magnus, Mason Murphy, Meghan Parker, Paul Prince, Elizabeth Ramos, Summer Salazar, Ronald Smith, Jodi Torrez, Ray Wilson

Members not in attendance: Valerie Creveling (unexcused), Jessica Henry (excused), Peter Ingwersen (unexcused), Scott Johnson (unexcused),

10:00 Welcome
Introduction of Guests: Carolyn Clay and Dr. Lisa Lloyd
New Employee Wellness Pilot Program

10:09 Call to Order

Approval of Minutes: Motion to approve minutes by Meghan

11:05 Old Business

A. External Committee descriptions reminder: Sonya Kraus
   a. Requests synopsis for external committee descriptions
B. Internal Committee timeline reminder: Meghan Parker
   a. Timeline due in December
   b. Committee Chairs – view example
C. Shared drive update: Amy Hilton
   a. All folders are identified
D. Treasury report update: Mason Murphy
   a. Book store, p-card, POs are done
   b. $44 from Sandra Brooks

11:10 New Business

A. Internal Committee Reports
   i. Bylaws and UPPS (Sonya Kraus) – SEE REPORT IN NOV FOLDER
      1. up to 31
      2. Noted that Title IX reviews have no grievance for staff
      3. Leave/medical certification routing to HR for FERPA
a. All records through HR
b. HR will be at December meeting

ii. Compensation (Sandra Brooks) – Questions for December meeting
   1. No report

iii. Elections (Amy Hilton) – Special elections update
   1. SEE REPORT IN NOVEMBER FOLDER
   2. Election will take place until December 1

iv. Fundraising (Kevin Gilley) – Fall fundraiser update
   1. Waiting for response regarding parking spot

v. Online Technology (Ray Wilson) – Website Update, pictures
   1. Website is still in progress
   2. FB is awesome
   3. Send nominations for teams

vi. Orientation (Summer Salazar) – 2 new members
   1. Denise Wagner back on Staff Council

vii. Perks (Jessica Henry) – No report

viii. Public Relations (Burel Ford) –
      1. Informal marketing and listening to concerns

ix. Scholarship and Awards (Mason Murphy) – Meeting held in October and
   there will be another meeting next month (SEE NOV REPORT IN
   FOLDER)

x. Transportation and Parking (Lisa Ramos) – No meeting
   1. Notification for appeals
   2. CDC report about children’s crossing

B. External Committee
   i. ADA/504 Compliance & Steering Committee on Disabilities
      1. Noted maps of ongoing projects
      2. Plans for future/funding from different entities
      3. Trip hazards should be reported to facilities

   ii. University Council (Kevin Gilley)
       1. Dissolving UC and will become University Leadership Assembly

   iii. Additional updates
       1. Professional Development (Summer Salazar)
          a. Trying to streamline process of tracking CEU
       2. President’s Cabinet (Kevin Gilley)
          a. No report
          b. Affordable Care act must cover employees working more
             than 30 hours

C. Executive Council Updates
   i. President’s Letter (Kevin Gilley)
      1. No letter was constructed
      2. Called for committee: Paul Prince, Sonya Krause, Sandra Brooks,
         Amy Hilton, Judy Herrington
      3. Will call meeting by December to draft and sign letter

   ii. December meeting
1. Send questions for HR to Sandra Brooks by 11/21
2. 12/2 Exec Board meeting
D. Parking Lot (Jodi Torrez)
   i. From October meeting
      1. Wellness fair funding for $2000
      2. Letters going out to supervisors by Kevin Gilley

12:00 Adjournment: Motion to adjourn by Jodi Torrez. Motion Carries

*If you have an issue to bring before the Staff Council and would like to be added to our next agenda, please contact staffcouncil@txstate.edu.

*All minutes can be accessed by going to http://www.staffcouncil.txstate.edu/meetings/minutes.html

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