Minutes of Staff Council
Tuesday, April 14, 2015
10:00am – 12:00 noon
UAC 124

Members in attendance: Sandra Brooks, Mark Burrow, Dana Chapman, Adam Clark, Valerie Creveling, Sarah Drennan, Burel Ford, Kevin Gilley, Bob Hanna, Robert Hendry, Jessica Henry, Judy Herington, Amy Hilton, Scott Johnson, Sonya Kraus, Ted Ingwersen, Jeff Magness, Mason Murphy, Dana Ortiz, Meghan Parker, Paul Prince, Elizabeth Ramos, Summer Salazar, Ronald Smith, Jodi Torrez, Denise Wagner, Ray Wilson, Blake Atkins

Members not in attendance:

10:00 Call to Order: The meeting convened 10:03 am, Chair – Elect – Meghan Parker presiding.

Approval of February and March minutes: Valerie Creveling set the motion. Motion carries.

10:10 Old Business:
A. Sandra Brooks – display on 3rd Floor of JCK
   a. Discussion took place regarding the importance of keeping an area visible for Staff Council recognition

10:15 New Business:

A. Executive Council Reports
   a. Chair - Mr. Kevin Gilley
   b. Chair-Elect –Ms. Meghan Parker
      i. Update and reminder regarding absences. More than 2 unexcused absences is cause for removal. All members will be notified regarding their status.
   c. Secretary – Ms. Summer Salazar –
      i. Will be submitted all minutes to Kevin to complete an annual report of Staff Council
   d. Treasurer – Mr. Mason Murphy
   e. Parliamentarian – Ms. Jodi Torrez
   f. Member At-Large – Ms. Amy Hilton
   g. Member At-Large – Ms. Sonya Kraus

B. Internal Committees
   a. Bylaws and UPPS (Sonya Kraus): 10 have been added
      i. Bylaw committee meeting
   b. Compensation (Sandra Brooks):
   c. Elections (Amy Hilton): May elections
      i. Discussed length of term options for Staff Council representatives and leadership
      ii. Denise Wagner noted that will need to change to bylaws and language in registration
      iii. Explore treasurer as a 3-year term
      iv. 9 members are going off rotation and some will run again
      v. Chair is a 3-year term
   d. Fundraising (Kevin Gilley):
      i. $2,440 as of today
      ii. Reminder that tickets are due May 1
iii. Gifts for the following: top seller and winning ticket seller
iv. Funds go to scholarship and awards
v. Email Amy Hilton for more tickets
e. Online Technology (Ray Wilson):
   i. Jodi made website updates
   ii. Awards and scholarships are updated
   iii. Minutes should be posted on website
f. Orientation (Summer Salazar):
   i. Orientation Committee Meeting
   ii. Orientation is Tuesday, August 4 from 8 – 11:30am in LBJ 3-13.1
g. Perks (Jessica Henry): No Report
   i. Scott will continue to post Perks of the Month
h. Public Relations (Burel Ford): NR
i. Scholarship and Awards (Mason Murphy):
   i. Question regarding endowing awards
   ii. Reminder will be sent out
j. Transportation and Parking (Lisa Ramos): Reviewed violations

C. External Committees
   a. ADA/504 Compliance & Steering Committee on Disabilities – Amy Hilton and Mason Murphy
      i. Meeting took place and minutes will be sent out
      ii. Hired 2 veteran affairs representatives
   iii. Staff Visitor for Round Rock – Lou DeVirgilio in attendance and gave additional updates from meeting
      1. Electronic ADA
         a. A voice for all must be accompanied to each class/training
         b. Example: if there are any videos online, they must be accompanied by a translator to accommodate the needs of everyone.
      2. Safety regarding feeding animals
         a. UPPS are being added prohibiting the feeding of animals
   b. Campus Facilities Planning Committee – Sandra Brooks
      i. Plaque update
   c. Campus Recreation Advisory Committee – Amy Hilton and Jessica Henry
      i. Shared plans
         1. All custodial are internal
         2. Golf course/rec are all managed in house
         3. Golf course funds going towards pro-shop
         4. Budgets are balanced
         5. Dr. Smith is doing a study regarding the improvement of facilities at camp
            grounds
   d. Energy Conservation Committee – Valerie Creveling
      i. Informal updates regarding overhaul of Alkek – inviting Library Commons to May
         meeting.
   e. Equity and Access Committee – Paul Prince
   f. Excellence in Diversity Award Committee - Sandra Brooks
g. Facilities & Environment Committee – Sandra Brooks  
h. Faculty Senate – Kevin D. Gilley  
i. Muir Mentoring Award Committee – Sonya Kraus  
j. Parking Ticket Appeals Committee – Mark Burrow, Ted Ingwersen, Elizabeth Ramos, and Valerie Creveling  
l. Professional Development Advisory Council – Summer Salazar  
m. Regental Planning Committee – Kevin D. Gilley and Meghan Parker  
   i. Upcoming meeting  
n. Transportation Services Advisory Council – Ray Wilson, Robert Marcus Hendry and Judy Herington  
o. University Police Dept. Advisory Council – Jodi Torrez and Sonya Kraus  
p. University Safety Committee – Burel Ford  

ANNOUNCEMENTS:  

1. Invitation to Student Affairs Symposium  
2. Reminder regarding May celebration at next meeting.  
4. Jodi discussed admission updates  
5. Jessica Henry reminded members about season football tickets/Hays County heartwalk/Bobcat Bonanza  

Parking Lot/Discussion (Jodi Torrez)  

Adjournment: Moved to adjourn by Jodi Torrez. Motion carries.  

Summer Salazar May 12, 2015  
Secretary Date of Approval  
Staff Council  

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

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