TEXAS STATE®

STAFF COUNCIL

MINUTES

June 13, 2017
10:00 a.m. – 12:00 p.m.
STAR Park, Conference Room 105

Members in attendance: Adam Clark, Charles Evers, Noel Fuller, Ana Lisa Garza, Robert Hanna, Deborah Howell, Neal Idais, Robert Jackson, Jennifer Johnson, Stephanie Korcheck, Jeffery Magness, Jacqueline Miles, Stephanie Miller, Jodi Torrez, Illona Weber, Elizabeth Welch

Members not in attendance: Excused – Dana Chapman, Leslie Cheromiah, Treena Herington, Jack Rahmann, Margie Rodriguez, Samantha Smith; Unexcused – Corey Weber

SPEAKER & TOUR (10:11)

Item 1: Science, Technology, and Advanced Research (STAR) Park – Steve Frayser, Executive Director

STAR Park created four years ago with unique mission – work to benefit the University and entrepreneurial activity in the Austin-San Antonio corridor
- *Research Park model created in 1950s*
- *Currently two in Texas (other is Texas Tech) and over 200 in US and Canada*

Purpose is to accelerate commercialization and innovation in the region, so the Park's primary constituency is outside the normal academic line

STAR Park hosts start-up companies – goal is to grow them quickly to enter the marketplace
- *All but 1 of the 44 start-ups in Austin-San Antonio focus on software*
- *STAR Park focuses on providing lab space for start-ups reflecting Texas State strengths – e.g., material science, life science, chemistry*
  - *Shared lab space available for short period so start-up can focus investments on work*
  - *Labs for companies also available and configured to each company's needs*
- *Without any marketing, first building and expansion completely filled*
- *Companies must have partnership with the University*
- *Park provides support for common activities; e.g., disposal of hazardous materials, business development expertise; mentors and contacts; events to bring together start-up companies and potential external funders and collaborators*
- *Stay for 3-5 years, then move past incubator stage*

Five companies are currently operating in the incubator – some are growing so fast the Park is negotiating building more space
- *$1.2 million in funded research*
- *$32 million in joint equity funding*
- *14 Texas State graduates employed*
- *6 paid Texas State student internships*

Master Plan will be considered/approved by Texas State University System Board of Regents at August meeting
- *Future growth would include 2-/3-story building in high-density configuration*
- *Common areas to encourage "accidental" meetings for creative brainstorming*

- *Space for University research – smart technology, construction materials, battery storage*

Working to engage more with University community – host retreats and events

- *Red permit not required for parking*
- *All meeting rooms have media*
- *Must have direct or indirect link to commercialization activities*

(10:57) **Call to Order – Adam Clark, Staff Council Chair**

ACTION **Item 2: Meeting Minutes (handouts)**

(10:58) a. February

Ana Lisa Garza moved approval of the February minutes, Jodi Torrez seconded; the motion was approved by voice vote

b. March

Jodi Torrez moved approval of the March minutes, Robert Hanna seconded; the motion was approved by voice vote

c. April

Stephanie Miller moved approval of the April minutes, Illona Weber seconded; the motion was approved by voice vote

d. May

Illona Weber noted her name in both the Excused and Unexcused listing; Stephanie Korcheck, Secretary, indicated she would check her records and make the correction

Jennifer Johnson moved approval of the May minutes with the noted correction, Noel Fuller seconded; the motion was approved by voice vote

DISCUSSION **Item 3: Treasurer's Report – Deborah Howell, Staff Council Treasurer (handout)**

(11:00) *Fundraising Account – $15,519.43 available balance*

Deposit(s) – remaining raffle ticket sales

Expenditure(s) – Texas State sign over scholarships/awards plaques in JCK; bottle to draw raffle tickets

M&O Account – $637.79 available balance

Deposit(s) – none

Expenditure(s) – food for May meeting; parking pass for May guest speaker

Scholarship Account -- $8,052.74 available balance

No change in the scholarship account

DISCUSSION **Item 7: Annual Committee Reports Due July 31 – Adam Clark**

(11:03) *Committee Chairs send final reports to appropriate Member-at-Large*

- *Focus on attendance and work undertaken and completed*
- *Does not need to be incredibly detailed*

Bylaws require more frequent reporting to full Council – meetings, attendance, work being completed

Ana Lisa Garza suggested creating reporting templates for monthly and annual reports – she will share a template from another organization

DISCUSSION **Item 4: Members-at-Large Monthly Reports – Stephanie Miller, Staff Council Chair-Elect, for Dana Chapman, MAL for Special Events; and Noel Fuller, MAL for Logistics**

(11:10) *MALs will report on current and upcoming committee work, including what has been accomplished and what remains pending*

Will be part of public record per monthly Staff Council minutes

Details for monthly and annual report will be included in revised bylaws and operating procedures

Staff Council Elections Update from Jennifer Johnson

- *From June 4-June 10, total of 478 logins with 471 votes*
  - *Administrative – 0 (no nominees)*
  - *Professional – 240*
  - *Secretarial/Clerical – 162*
  - *Service – 2 (1 nominee)*
  - *Skilled Worker – 5 (1 nominee)*
  - *Technical/Paraprofessional – 62*
- *At June meeting, will provide full comparison with last year*
- *Will send email reminder on Monday before election ends on June 29*

Perhaps increase in voting indicates an increase in Staff Council visibility

DISCUSSION (11:19)

Item 5: Food Drive Update – Jacqueline Miles, Co-Chair, Special Events Committee

Extended to Friday, June 30

Please encourage participation in your office/unit

Adam Clark will send an email to all staff via the President's office

Turn in all items to Jacqueline in JCK 420

DISCUSSION (11:22)

Item 6: Fundraiser Update – Stephanie Miller, Chair, Fundraising Committee

Clarify that last year's Raffle Ticket sales totaled $3,800; may have said $2,800

This year's sales total $2,985 plus $135 donation for $3,120 total

DISCUSSION (11:23)

Item 8: Staff Council Strategic Planning Retreat on June 23 – Adam Clark

All Council members encouraged to attend, even if only for part of the retreat

Want as many ideas and perspectives as possible to identify goals and provide direction for next year's Council

Working to identify an outside facilitator

The Calendar invitation will be resent to everyone

DISCUSSION (11:28)

Item 9: Feedback on Staff Council Surveys for Exiting and Current Members – Charles Evers, Operational Effectiveness Committee (handout)

Surveys will be administered for the first time in August – paper/pencil for exiting and current members attending the August meeting; anonymous online for those not in attendance and those who resigned during 2017-18

Lisa Garza suggested creating a purpose statement to appear at the beginning of the survey; e.g., use information collected to help Staff Council work better for all University staff

Committee will review Strategic Planning Retreat notes to determine if items need to be added or adjusted

Send suggestions for improving surveys to Charles

Committee will ask Dr. Gail Ryser, our survey consultant, to review the surveys one final time to ensure items are properly written and presented in appropriate order

DISCUSSION (11:36)

Item 10: Staff Concern Regarding Reserved Parking Spaces – Bob Hanna, Member

Concern raised that individual with Reserved Permit and leaving their reserved Reserved space vacant when something closer to their building is available – as a result, one less space is available for individuals with Red Permits

Reserved Permit costs $900

Adam Clark offered to raise issue with Transportation Services Advisory Council in the Fall

Stephanie Miller suggested that a proposal on Reserved vs. Red Permit parking could be developed and delivered to the appropriate University office

- *Lisa Garza suggested that procedures for this situation should be developed for Council's Operating Procedures; Stephanie Korcheck indicated such procedures are included on the Organizational Effectiveness Committee's work plan*

Elizabeth Welch mentioned the parking issues encounter when Facilities personnel need to park near their worksite for easy access to tools, materials, etc.

Members agreed that both issues should be referred to the Compensation & Benefits Committee for further investigation and possible action by the Council

DISCUSSION (11:46)

Item 11: Review Parking Lot Items – Jodi Torrez, Staff Council Parliamentarian

Status inquiry on issue raised one or two years ago regarding staff administrative personnel being asked to take on grant-related duties

- *Issue may be largely resolved with addition of post-award research coordinators*
- *Possible to remove from Parking Lot*

Signs are being posted without proper approval; rules need to be enforced – revisit in July

DISCUSSION (11:55)

Item 12: Member Announcements

Stephanie Miller announced her resignation from Staff Council due to her family's relocation to El Paso; she informed Executive Committee at its June 6 meeting

As she did during the Executive Committee meeting, Stephanie Korcheck raised the following objections:

- *All members were not informed of the resignation when it occurred, which triggered the resulting need for an election to fill the Chair-Elect position; whoever is elected will be Chair next year*
- *Placement of this significant item at the end of the agenda instead of the beginning*
- *Holding a vote when not all members of the Council have been informed and with five minutes remaining in the meeting*

After a lengthy discussion of how to interpret the Bylaws' requirement that the election be held "at the next regular meeting," Jodi Torrez, Parliamentarian, ruled that the officer vacancy must be filled

Noel Fuller moved that nominations be accepted for a subsequent vote, Adam Clark seconded; motioned carried with 9 ayes, 7 nays

Noel Fuller nominated himself, stipulating his intent to resign before the August meeting in order to hold another election; Ana Lisa Garza nominated Adam Clark, who accepted; Robert Jackson nominated Stephanie Korcheck, who declined in light of Noel's stated intent; Adam Clark nominated Jennifer Johnson, who accepted

Vote by secret ballot resulted in Noel Fuller being elected Chair-Elect

(12:14)

Adjournment

Noel Fuller moved adjournment, Adam Clark seconded; the motion was approved by voice vote

Stephanie A. Korcheck, Secretary
Staff Council

7/11/17
Date of Approval

Remaining 2016-17 Meetings: July 11, August 8

Texas State staff are welcome to attend any Staff Council meeting. If there is an issue or concern you would like the Council to address, please contact staffcouncil@txstate.edu. If you prefer to remain anonymous, please submit your concern using www.staffcouncil.txstate.edu/Staff-Concerns.

All statements made during meetings of the Staff Council shall be privileged communication and remain confidential. Members and guests shall not be subject to retaliation or disciplinary action as a result of the expression of their views at Council meetings.

Minutes for Staff Council meetings are available at staffcouncil.txstate.edu/meetings/minutes.

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STAR Park

The Science, Technology and Advanced Research (STAR) Park is Texas State University's 58-acre research park anchored by the STAR One technology business incubator. The purpose of STAR Park is to serve as a focal point for the development of a dynamic environment for innovation, commercialization and entrepreneurship in the region through active collaboration between the university, private enterprise and other research institutions.

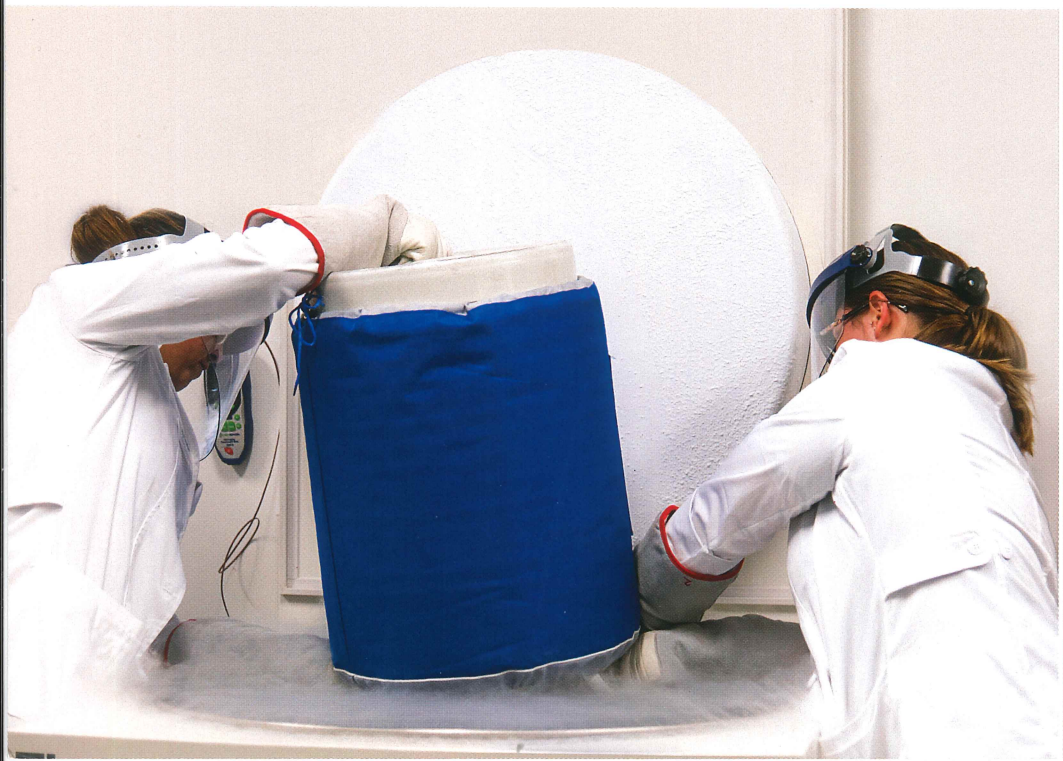
More than a physical presence, the research park provides a set of assets that serve as a catalyst for economic diversification, growth and sustainable job creation. It is a clear expression of Texas State's commitment to supporting economic development in Central Texas.

STAR One is a unique regional incubator providing industry standard laboratory space enabling the growth of early stage and emerging material and life science companies. Dedicated in November 2012, the original 14,000 square feet have been expanded twice to meet demand and now totals 36,000 square feet. In addition to laboratory suites, flexible space has also been built to support future development of platform software products and advanced manufacturing activities.

Companies admitted to STAR One must be for-profit entities focused upon bringing impactful proprietary products, processes or services to market. They need to be able to scale to market within 3-5 years of admission. Firms located in STAR Park are also required to enter into mutually beneficial collaborations with Texas State University. Examples of current interactions include: funded research projects, University-Industry Collaboration Agreements, hiring of Texas State graduates, paid student worker/internships, and provision of visiting company lecturers.

Examples of technologies being developed at STAR Park include: point of care diagnostics, DNA analytical tools useful for research applications and drug design, thermoelectric devices for conversion of waste heat to useable electric energy, advanced aerogels used for thermal and acoustic insulation, nanomaterials for HD applications, solar energy production and biomarkers.

In addition to startup and emerging technology firms, STAR One hosts space for student-led entrepreneurial efforts. Student teams admitted to STAR One receive one year of free space, support services and a startup funding package to allow prototype development, presentation preparation, market research and travel to meet with prospective customers.



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Mission

The Science, Technology and Advanced Research (STAR) Park serves as a catalyst for collaboration supporting Texas State's goal of becoming eligible for distributions from the National Research University Fund by growing the regional ecosystem through activities promoting and supporting innovation, commercialization and entrepreneurship.

Vision

The Science, Technology and Advanced Research (STAR) Park will be a critical hub for innovation, commercialization and entrepreneurial activity for Texas State and the region, with a responsive governance structure that fosters collaboration, epitomizes sustainability in its funding and operations, and creates an inspirational environment through a sense of place.

TEXAS STATE
STAR PARK

Client Firms

BLUESHIFT

Blueshift, founded in 2013, provides best-in-class lightweight thermal and acoustic insulation materials. The company's initial product, AeroZero®, is the first commercially available polyimide aerogel in the world. AeroZero® is manufactured as thin films, powder and molded stock shapes for the aerospace and RF antenna markets. Blueshift is currently developing other novel polymer aerogels for applications in oil & gas, automotive and apparel.

Contact: David Anderson, david.anderson@blueshiftmaterials.com

MicroPower

MicroPower was set-up in 2008 to develop cutting-edge technology in the area of thermoelectrics, and plans to market its energy and cost saving devices across the world. The MicroPower Chip is a new solid-state semiconductor without moving parts, which converts heat directly into electricity three times more efficiently than previously possible. MicroPower's technology can be applied across a wide range of settings, from micro-generation and portable power applications, to waste heat recovery on an industrial scale.

Contact: Tom Zirkle, tom@micropower-global.com

Paratus DIAGNOSTICS

Paratus Diagnostics is a point of care diagnostic company initially developing a small, low cost FDA approved portfolio of products suitable for use in a doctor's office or clinic for the rapid detection of the cause of such common ailments as respiratory infections, gastro-intestinal diseases, urinary tract infections or sexually transmitted diseases. Future products will address diagnosis of possible acts of bio-terrorism for defense and homeland security applications as well as products to detect tropic diseases for use by nonprofits in the developing world.

Contact: John Carranco, jcarrano@paratusdiagnostics.com

petaOmics

PetaOmics, Inc. is a life sciences firm focused on functional genomics, epigenomics, and DNA methylation sequencing. The company is developing innovative approaches that facilitate the epigenetic analysis of human cells, which are applicable to all human cell types. The company will commercialize reagent kits designed to enable groundbreaking experiments in genomics and epigenomics. Some of the new research approaches enabled by PetaOmics kits and related technologies will facilitate the study, from an epigenetic standpoint, of chronic, complex diseases such as autoimmunity and the metabolic syndrome. Information generated using PetaOmics technologies will be of value for biomedical research, pharmaceutical drug discovery, and development of diagnostic tests.

Contact: Dr. Brent Ferguson, brent.ferguson@petaomics.com

quantum MATERIALS CORP.

The 21st Century will be The Quantum Dot Era. The kilogram quantity mass production of quantum dots is clearly a game-changer. High quality, high quantity and lowest price quantum dots will increase the rate of change and new products will cascade into the marketplace once manufacturers learn to integrate higher efficiency / luminescence quantum dots into their products. This level of change represents a new paradigm that will create new industries, products and jobs in science and industry. The list of possible quantum dot applications is ever expanding.

Contact: David Doderer, dcd@qmcdots.com

Advanced Polymers and Nanomaterials Laboratory

The primary mission of the Advanced Polymers and Nanomaterials Laboratory (APN) is to provide user facilities for a broad range of polymer projects in the sciences and engineering, enhancement of the pedagogical experience of students in commercially important research and development topics with commercial scale equipment, and further the goals for Texas State University as an emerging research university. The facility is available to all Texas State University faculty, students, and external users who have a relationship with Texas State University.

Contact: Dr. Bert Powell, cp21@txstate.edu

Report run on June 6, 2017.

Texas State - FM Budget & Actuals Report

Fiscal year = 2017
Period = 001 to 016
Fund = 2028001000
Fund Center = 1011500000

FUNDRAISING ACCOUNT

Fund	Fund Name	Commitment Item Grou	Commitment Item	Commitment Item Name	Original Budget	Budget Adjustments	Total Budget	Current Period Act...	Current YTD Actuals	Reserved	Encumbrances	Total Encumbrances	Available Balance
2028001000	Univ Staff ...	24MAINTENANCE & OPERATING	672000	M&O	0.00	3,120.00	20,283.37	0.00	0.00	0.00	0.00	0.00	20,283.37
2028001000	Univ Staff ...		721000	Fees - Other Charges	0.00	0.00	0.00	0.00	30.00	0.00	0.00	0.00	30.00-
2028001000	Univ Staff ...		726600	Bldgs/Maint/Repair	0.00	0.00	0.00	0.00	949.81	0.00	0.00	0.00	949.81-
2028001000	Univ Staff ...		727300	Reprod and Printing	0.00	0.00	0.00	0.00	242.31	0.00	0.00	0.00	242.31-
2028001000	Univ Staff ...		730000	Consumable Supplies	0.00	0.00	0.00	0.00	922.35	0.00	0.00	0.00	940.35-
2028001000	Univ Staff ...		747000	Rental of Space	0.00	0.00	0.00	0.00	1,005.00	0.00	0.00	0.00	1,005.00-
2028001000	Univ Staff ...		767900	Scholarships	0.00	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	2,000.00-
		24MAINTENANCE & OPERATING			0.00	3,120.00	20,283.37	0.00	4,149.47	0.00	0.00	0.00	15,115.90
TOTAL OPERATING BUD					0.00	3,120.00	20,283.37	0.00	4,149.47	0.00	0.00	0.00	15,115.90
2028001000	Univ Staff ...	28ADMINISTRATIVE OVERHEAD	672100	Admin Overhead	0.00	0.00	485.00	0.00	0.00	0.00	0.00	0.00	485.00
2028001000	Univ Staff ...		721001	Overhead Charges	0.00	0.00	0.00	0.00	80.84	0.00	0.00	0.00	81.47-
		28ADMINISTRATIVE OVERHEAD			0.00	0.00	485.00	0.00	80.84	0.00	0.00	0.00	403.53
28ADMINISTRATIVE OV					0.00	0.00	485.00	0.00	80.84	0.00	0.00	0.00	403.53
					0.00	3,120.00	20,768.37	0.00	4,230.31	0.00	0.00	0.00	15,519.43

Changes from May statement: Additional deposits of $875.00, $1,005.00 and $135.00 in "M&O Budget Adjustments" for sales of parking permit raffle tickets.
Total current raffle proceeds for this year were $3,120.00.
Additional charges of $828.05 under "Bldgs/Maint/Repair" for Texas State sign over plaques.
Additional charge of $11.50 under "Consumable Supplies" for raffle water bottle. to draw tickets
Total current available balance = $15,519.43

Texas State - FM Budget & Actuals Report

Fiscal year = 2017
Period = 001 to 016
Fund = 2000011017
Fund Center = 1011500000

M&O ACCOUNT

Fund	Fund Name	Fund Center	Commitment Item	Commitment Item Name	Original Budget	Budget Adjustments	Total Budget	Current Period Act...	Current YTD Actuals	Reserved	Encumbrances	Total Encumbrances	Available Balance
2000011017	Des Method	1011500000	672000	M&O	1,220.00	0.00	1,220.00	0.00	0.00	0.00	0.00	0.00	1,220.00
2000011017	Des Method	1011500000	673100	YEBB Carryforward	0.00	353.43	353.43	0.00	0.00	0.00	0.00	0.00	353.43
2000011017	Des Method	1011500000	721000	Fees - Other Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2000011017	Des Method	1011500000	726700	Maint/Rep Comp Equi	0.00	0.00	0.00	0.00	50.00	0.00	0.00	0.00	50.00-
2000011017	Des Method	1011500000	727300	Reprod and Printing	0.00	0.00	0.00	0.00	393.36	0.00	0.00	0.00	393.36-
2000011017	Des Method	1011500000	730000	Consumable Supplies	0.00	0.00	0.00	0.00	12.77	0.00	0.00	0.00	12.77-
2000011017	Des Method	1011500000	730001	CLSD Consum SupLocFd	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2000011017	Des Method	1011500000	730900	Promo Items-Local Fd	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2000011017	Des Method	1011500000	731600	Food Purch Local Fnd	0.00	0.00	0.00	0.00	474.51	0.00	0.00	0.00	474.51-
2000011017	Des Method	1011500000	731601	Food-Bottled Water	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2000011017	Des Method	1011500000	747000	Rental of Space	0.00	0.00	0.00	0.00	5.00	0.00	0.00	0.00	5.00-
Commitment Item Grou		24MAINTENANCE & OPERATING			1,220.00	353.43	1,573.43	0.00	935.64	0.00	0.00	0.00	637.79
TOTAL OPERATING BUDGET &					1,220.00	353.43	1,573.43	0.00	935.64	0.00	0.00	0.00	637.79
					1,220.00	353.43	1,573.43	0.00	935.64	0.00	0.00	0.00	637.79

Changes from May statement: Additional charges of $38.07 and $157.63 under "Food Purch Local Fnd" for breakfast at May meeting.
Charge of $5.00 under "Rental of Space" for a parking permit for guest speaker Holly Hood at May meeting.
Total current available balance = $637.79

Texas State - FM Budget & Actuals Report

Fiscal year = 2017
Period = 001 to 016
Fund = 4200601000
Fund Center = 1011500000

SCHOLARSHIP ACCOUNT

Fund	Fund Name	Commitment Item Name	Original Budget	Budget Adjustments	Total Budget	Current Period Act...	Current YTD Actuals	Reserved	Encumbrances	Total Encumbrances	Available Balance
4200601000	Staff Coun...	Staff Awards	0.00	1,320.00	7,320.00	0.00	0.00	0.00	0.00	0.00	7,320.00
4200601000	Staff Coun...	Unclass Awards	0.00	0.00	0.00	0.00	720.00	0.00	0.00	0.00	3,220.00-
4200601000	Staff Coun...	Classified Awards	0.00	0.00	0.00	0.00	600.00	0.00	0.00	0.00	4,100.00-
			0.00	**1,320.00**	**7,320.00**	**0.00**	**1,320.00**	**0.00**	**0.00**	**0.00**	**0.00**
4200601000	Staff Coun...	Fringe Benefits	0.00	109.44	590.33	0.00	0.00	0.00	0.00	0.00	590.33
4200601000	Staff Coun...	FICA Employr Mat Con	0.00	0.00	0.00	0.00	94.65	0.00	0.00	0.00	507.39-
4200601000	Staff Coun...	Benefits Charge	0.00	0.00	0.00	0.00	15.48	0.00	0.00	0.00	82.94-
			0.00	**109.44**	**590.33**	**0.00**	**110.13**	**0.00**	**0.00**	**0.00**	**0.00**
TOTAL PERSONNEL COS			**0.00**	**1,429.44**	**7,910.33**	**0.00**	**1,430.13**	**0.00**	**0.00**	**0.00**	**0.00**
4200601000	Staff Coun...	High Level Operating	0.00	0.00	41,234.53-	0.00	0.00	0.00	0.00	0.00	41,234.53-
4200601000	Staff Coun...	M&O	0.00	370.56	5,728.10	0.00	0.00	0.00	0.00	0.00	5,728.10
4200601000	Staff Coun...	YEBB Carryforward	0.00	0.00	45,168.77	0.00	0.00	0.00	0.00	0.00	45,168.77
4200601000	Staff Coun...	Fees - Other Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4200601000	Staff Coun...	CLSD Awards	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	286.80-
4200601000	Staff Coun...	Consumable Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4200601000	Staff Coun...	CLSD Consum SupLocFd	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	292.80-
4200601000	Staff Coun...	Promo Items-Local Fd	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	360.00-
4200601000	Staff Coun...	Rental of Space	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	670.00-
			0.00	**370.56**	**9,662.34**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**8,052.74**
TOTAL OPERATING BUDI			**0.00**	**370.56**	**9,662.34**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**8,052.74**
			0.00	**1,800.00**	**17,572.67**	**0.00**	**1,430.13**	**0.00**	**0.00**	**0.00**	**8,052.74**

No change since May report.
Total current available balance = $8,052.74

Item 9. Feedback on Staff Council Surveys for Exiting and Current Members
June 13, 2017 Staff Council Meeting

Process

- Charles Evers met with Dr. Gail Ryser (Director, Testing, Research Support, and Evaluation Center; and Research Fellow, Texas State's Initiative for Interdisciplinary Research Design & Analysis) – discussed categories of items, instruments, timeframe, and format; see minutes from April 11 Staff Council Meeting
- Charles drafted sample survey items that were reviewed and revised by the Operational Effectiveness Committee
- Dr. Ryser provided further suggestions to ensure the language used for each item is not biased or leading and will accurately capture the information we seek to obtain
- At this meeting, Staff Council will review and provide feedback on the items to ensure all desired categories and topics are covered
- Dr. Ryser will be consulted to and finalize item language and order of items for each survey
- The instruments will be administered at the August meeting using paper-pencil format; for 2016-17 who exited Council prior to the August meeting and others not in attendance, an anonymous on-line survey will be sent requesting their participation in the survey

Exiting Member Survey Items

1. Did you serve your entire term? (yes or no)
2. How long did you serve (months/years)?
3. What is the primary reason you left or are leaving Staff Council?
4. What motived you to join Staff Council? (open ended)
5. What did you accomplish during your service on Staff Council? (open ended)
6. What are Staff Council's top three priorities? (open ended)
7. If different from the previous response, what should be Staff Council's top three priorities? (open ended)
8. What work/activities should Staff Council be involved in? (open ended)
9. Staff Council is effective in advocating for staff members. (Scale 1-7 Strongly Agree-Strongly Disagree)
10. Texas State University staff have a positive impression of the work that Staff Council engages in. (Scale 1-7 Strongly Agree-Disagree)
11. Texas State University leadership supports the mission of Staff Council. (Scale 1-7 Agree-Disagree)
12. My supervisor supported my participation in council-related meetings and activities. (Scale 1-7 Strongly Agree- Strongly Disagree)
13. Staff Council has the resources necessary to effectively advocate for staff members. (Scale 1-7 Strongly Agree- Strongly Disagree)
14. Texas State University staff agree that Staff Council is effective in advocating for staff members. (Scale 1-7 Strongly Agree- Strongly Disagree)
15. I would recommend to my colleagues that they serve on Staff Council. (Scale 1-7 Strongly Agree-Strongly Disagree)
16. What did you like/enjoy about serving on Staff Council? (open ended)
17. What changes would you make to Staff Council? (open ended)

2017-18 Member Survey Items:

1. For how long have you served on Staff Council (months/years)?
2. What motived you to join Staff Council? (open ended)
3. What do you hope to accomplish during your service on Staff Council? (open ended)
4. What are Staff Council's top three priorities? (open ended)
5. If different from the previous response, what should be Staff Council's top three priorities? (open ended)
6. What work/activities should Staff Council be involved in? (open ended)
7. Staff Council is effective in advocating for staff members. (Scale 1-7 Strongly Agree-Strongly Disagree)
8. Texas State University staff have a positive impression of the work that Staff Council engages in. (Scale 1-7 Strongly Agree-Strongly Disagree)
9. Texas State University leadership supports the mission of Staff Council. (Scale 1-7 Strongly Agree-Strongly Disagree)
10. My supervisor supports my participation in council-related meetings and activities. (Scale 1-7 Strongly Agree-Strongly Disagree)
11. Staff Council has the resources necessary to effectively advocate for staff members. (Scale 1-7 Strongly Agree-Strongly Disagree)
12. Texas State University staff agree that Staff Council is effective in advocating for staff members. (Scale 1-7 Strongly Agree-Strongly Disagree)
13. I would recommend to my colleagues that they serve on Staff Council. (Scale 1-7 Strongly Agree-Strongly Disagree)
14. What do you like/enjoy about serving on Staff Council? (open ended)
15. What changes would you make to Staff Council? (open ended)