The Texas State University Staff Council’s mission is to promote and enhance the status of the University staff, ensure the effective contribution of staff expertise toward University goals and act as liaisons between the president and staff employees.

Staff Council represents the collective body of the University staff and reports directly to the president.

**Note:** Minutes for previous Staff Council meetings are available at [staffcouncil.txstate.edu/meetings/minutes](http://staffcouncil.txstate.edu/meetings/minutes).

**In Attendance:** Cynthia Arredondo, Angie Behnke, Harold Bogue, Adam Clark, Charles Evers, Noel Fuller, Kim Graves, Matthew Greengold, Treena Herington, Phillip Holden, Deb Howell, Robert Jackson, Jennifer Johnson, Alma Machado, Teresa Rudolph, Krista Salas, Whitten Smart, Corey Weber, Illona Weber

**Absent:** Joe Carter, Stephanie Korcheck, Jacque Miles, Aaron Noto, Margie Rodriguez, Elizabeth Welch

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**Call to Order – Adam Clark, Staff Council Chair**

**Item 1: Dr. Lisa Lloyd, Special Assistant to the President**

**Presentation**

- Dr. Lloyd has been at Texas State since 1998 in various positions.
- Professor in the Department of Health & Human Performance
- Also in charge of the WellCats/Total Wellness programs
- Feels that staff should know that the people care, and will get them an answer, even if they don’t have all the answers right now. She wants to be a true advocate for staff.

**Question/Answer Period**

- **Will Dr. Lloyd be involved in the job search for the new Director of Equity and Access?** Yes, Dr. Lloyd is on the committee, and is trying to make the process easier to navigate and hire quickly (improve processes and stop moving targets).
- **As the liaison to the president, will Dr. Lloyd be open to taking suggestions from Staff Council?** Yes, Dr. Lloyd is open to brainstorming and will attend meetings, but she needs to know what the Staff Council wants her to champion for the overall staff. She is all about bringing people together and facilitating getting answers as well as educating others on what the struggles are for staff, and issues they wish to bring to the table.

**Action**

**Item 2: January Meeting Minutes (handout)**

- Robert Jackson moved to approve, Matt Greengold seconded. Passed by voice vote.

**Discussion**

**Item 3: Treasurer’s Report – Deborah Howell, Staff Council Treasurer**

Please note small adjustments to M&O account – charge of $6 for envelopes
DISCUSSION Item 4: Inquiry into Title Classifications Update—Robert Jackson, Chair, Compensations and Benefits Committee

Human Resources will be conducting a review of titles both this and next year. They are currently in the early stages of review, we will keep up with the process.

General concern is that there will be a reclassification process with possible salary changes.

DISCUSSION Item 5: UPPS Review Recommendations for UPPS 04.04.11 (handouts) — Teresa Jo Rudolph, Chair, UPPS Committee

Changes were sent to Staff Council last year, a rebuttal was written by Robert Jackson and Stephanie A. Korcheck, and then forwarded to Human Resources.

The committee picked out the most important UPPS changes for Staff Council to change.

- University Longevity Pay considered most impacting change, as the limit of 4 longevity pay increases over an entire career. Those already hired will be grandfathered, but eventually the practice will stop.
- In several cases there was a change in language so that the UPPS were adapted to current practices.
  - Recommended removal of language that departments are recommended to give a 15% pay increase for reclassifications and/or promotions, as the majority of the pay raises are between 2% to 6%.
  - Recommended removal/change of language that states in the event that someone reclassified to a position on a lower pay grade (non-disciplinary), the university has a right to reduce the pay of the employee to the maximum of the new pay plan. Currently there is an exception request filled out by the head of the employee’s department to keep the employee at their former plan.
  - Recommended removal of language that in the case of classified staff, where an employee is at the maximum or higher pay for their rate, no merit raises would be eligible. This is only the case for classified staff, as they are the only ones that have maximum pay. This is traditionally waived by the president, but it needs to be put in place should Dr. Trauth leave.

Recommended changes must be turned in by February 15, so any other recommendations should be in by the 14th, so they can be turned in to Dr. Lloyd to present to the cabinet.

DISCUSSION Item 6: Fundraising Update—Jacqueline Miles, Chair, Fundraising Committee

Upcoming events: Raffle

- The Red Permit Raffle
  - Tickets will be available the week before Spring Break, and run from 3/19/2018 – 5/4/2018.
  - Flyers will be printed to distribute with the tickets.
  - There will be incentives for top sellers, and staff has the option to opt out of the program. Flyer is available on the S drive in the Committee Folder.

- Golf Cart Raffle
  - Currently cannot do the golf-cart raffle this year due to logistical concerns.

DISCUSSION Item 7: Special Events Update—Treena Herington, Chair, Special Events Committee

Upcoming events: Bobcat Build

- This year we are asking to work at the Lutheran Church just the same as last year.
  - Last year we worked from 10 am to 2 pm, and the church fed us lunch.
  - We will meet at the stadium early to get tee shirts, coffee and food.
  - Supplies will be given to us (tools, gloves, etc.).
DISCUSSION  
(11:45)  
Item 8: Scholarship Update—Noel Fuller, Chair, Scholarships & Awards Committee  
Scholarship application period is now open and we have already begun to receive applications.  
- There were several questions about eligibility, which will need to be addressed by the Committee for next year’s scholarships:  
  o May those employed by the university, but are not salaried apply?  
  o May those employed by the university part-time apply?  
  o Can the scholarships that are not endowed be used at an outside university?  
  o If a staff member has not been full time staff, but was hired at the university and was previously a student worker (which will come to over 12 months employed by the university), can they apply?  
- A decision on the winners will be available by the next meeting on March 20th.

DISCUSSION  
(11:25)  
Item 11: Review Pending Items – Noel Fuller, Staff Council Parliamentarian  
a. Cross-training opportunities for maintenance workers – referred to Compensation and Benefits Committee for further investigation.  
  o This is still under investigation by the compensation and benefits committee. They have agreed to talk to Facilities to see what is available as well as the procedure for current cross-training. Much of this will depend on the trade of the employee and what they wish to learn.  
b. Philip/Robert were going to provide a breakdown of survey results that we discussed at the December meeting.  
  o This is available on the S drive for review by the council at large.  
c. Invitation of Texas State Employees Union Representative to general Staff Council Meeting.  
  o Brought to the Staff Council by Joe Carter a couple of months ago.  
  o Had representatives at a meeting last year, but it is a very difficult process as we have to make sure that people were on lunch break to meet with the representative, as it is not permitted to “unionize” during the regular meeting.

DISCUSSION  
(11:34)  
Item 12: Announcements  
Polo Update, Adam Clark, Chair  
  o Polos were ordered by Adam, and came to $34/ea. They should be in by the next meeting.  
Questions for the new head of Equity and Access need to be delivered to Deb Howell by email, by February 28th at the latest.  

(11:37)  
Adjournment

_________________________  ____________________  
Jennifer Johnson, Secretary  Date of Approval

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.  
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