Minutes of Staff Council  
Tuesday, October 8, 2013  
10:00 a.m. to 12:00 noon  
Undergraduate Academic Center- Conference Room # 124

Attendees: Janell Laca, Sandra Brooks, Mark Burrow, Valerie Creveling, Kevin Gilley, Noemi Govea, Amy Hilton, Sonya Kraus, Ryan McAfee, Ricardo Mendez, Alison Mott, Marcus Pacheco, Meghan Parker, Paul Prince, Darrell Robinson, Jodi Torrez, Denise Wagner, Carol Workman, Martin Zavala, Noragene Green

Absentees:  
Jessica Henry, Chandra Bilson, Xavier Lopez, Marcus Pacheco, Scott Plough, Elizabeth Ramos, Ashley Ransom, Judy Herington

Distinguished guest:  
Human Resource Staff - Lynn Ann Brewer, Michelle Moritz, John McBride, Jeff Lund, Marsha Moore

Guests: None

Call to Order and Welcome:  
Staff Council Chair, Janell Laca, called the meeting to order and welcomed everyone. She then turned over the floor to the Human Resource staff.

Human Resource Staff

They told us Staff Development is part of their department and will be working on trying to get new training. Drug testing for staff is part of UPPS 04.04.18 and is under review. Last time this issue came up was 3 years ago and received 81 comments. They addressed all the comments dealing with security sensitivity new employees, employees that have to drive university vehicles, reasonable suspicious and random. On the Benefits side the new tobacco certification required the employee to go in and certify that they are not using tobacco. They had 1500 people that had not access the certification application so they sent out other notifications to let people know. This certification can be done year around. Retiree insurance will be 100% if you were hired before September 2008 or if you work 20 yrs. If you work 15 to 19 yrs. 75% of your insurance will be paid and 10 to 14 yrs. 50% will be paid. The new health insurance information that was sent out had links to the new insurance for people with no insurance. If you have family or friends without insurance they will be penalized for not having insurance starting in 2014. They talked briefly about Beneplace. They also talked about a new service that the system office has that we can use to recruit new employees. He mentioned a company that came to the university and assessed our performance appraisal system, waiting on results. Marsha talked about the university history on the professional development website and about different classes that will be coming up this next month.

11:00 Old Business

a. Approving Sept 2013 minutes - approved  
b. External Committees - Will have which one you belong to on the web site  
c. Wellness Fair – spent 36.79 on the throw for door prize. 35 vendors, 460 in attendance at the wellness fair. They would like to see a card swipe system to get in because the lines were really long.  
d. New Texas State Employee Discount Program - Went live right after our last meeting. One problem our Staff council cards have the wrong link in the QR reader spot.

11:10 New Business
11:20

Committee Reports

a. By-Laws/UPPS - Have a new Chair. Important UPPS that needs to be looked at.

b. Compensation

c. Elections
   1. Announce that Chandra Bilson has resigned from her seat on Staff Council. She accepted a position somewhere else.
   2. Since there are three candidates with the same number of votes for the professional EEO category from the last election, the executive committee has decided not to fill the position at this time (which would require a runoff election). If another seat becomes vacant, we may consider a mid-year election at that time.
   3. The election committee will be working on improving the online voting tool.

d. Fundraising – Talked about candy bars but talked about options.

e. Scholarship/Awards – They received a new application but the members would like to have the link turned off for now.

f. Online Technology - Janell sent pictures to the chair. The committee has an urgent need to update the site and also needs to have more than one administrator to the sites.

g. Orientation – Needs new staff member folders to be created.

h. Perks – As stated above the staff council cards need to be updated. The QR needs to have the correct link.

i. Public Relations
   1. HR Bulletin- this month’s edition- focusing on the team effort here on campus and possibly highlighting a specific team to discuss their role (do you have a team selected for October?)
   2. T-shirts or Polo- pricing options for shirts was discussed at the last meeting - general information about what you found. If you would like to make a motion to formally purchase shirts or poll the membership to see if they would be interested in purchasing their own shirt (personal money)... please be ready to make a motion. Cotton Popo 21.98 and knit polo 23.98. Some wanted prices on T-shirts. Janell will do a poll on what type of shirt the council would like to have. Tabled the option about fund paying for the shirts but would like to see it on the next agenda. Talked about maybe having a sponsor for the shirts. Also discussed members paying for part and fund paying part.
   3. Wellness Fair- please mentions that you bought a blanket with Old Main on it for the wellness fair raffle prize. The total price was $36.79. All desk buddies have been...
handed out and only a couple of cups are remaining. Public Relations committee will be
working on selecting a giveaway item for next year’s Wellness Fair – if anyone has ideas
to please mention them to you.
4. Your committee will be working on updating all the plaques outside the Human
Resources office in JCK to have a listing of all award and scholarship recipients in the
next couple of meetings. This will need money 7.50 per plate to update this plaque.

j. Transportation & Parking

12:00 Adjournment

*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

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