Minutes of Staff Council  
Tuesday, January 13, 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, Robert Hanna, Robert Hendry, Jessica Henry, Janet Herington, Amy Hilton, Peter Ingwersen, Jeff Magness, Mason Murphy, Dana Ortiz, Lisa Ramos, Ronald Smith, Jodi Torrez, Denise Wagner, Ray Wilson

**Members not in attendance:** Scott Johnson, Sonya Kraus, Meghan Parker (excused), Paul Prince (excused), Summer Salazar (excused)

10:00  
Welcome & Introduction of guests:  
Juan Guerra, Associate Vice President for Facilities  
- Update on custodial WFF to SSC continue to outsource  
- cross training available for custodial staff  
- Q&A – WFF had a list of turnover, less than 5% of staff had been with company over 6 months, a lot of lessons learned from WFF & shared with SSC. They have a 5 year contract with us, this contract has a penalty clause.  
Yolanda Quintanilla, Graduate Recruiter for College of Applied Arts  
Dr. Boden-McGill  
-Made for “working” staff and personnel. Up to 24 hours of work/life experience an option for another 30 hours for undergrad degree. They offer internship options, degrees in BAAS. Most of their classes are online or hybrid. A master’s degree is also an option. Reviewed admission requirements, transfer course work (for both levels). They offer 2 master’s degrees referred to info include in packet. Can complete entry grad degree online. They offer “tools” and “options” to staff and our community. (Kevin mentioned working with OWLS to help determine students who might apply for our scholarships).

Call to Order: The meeting convened 11:20am, Chair – Mr. Kevin Gilley presiding.

Approval of Minutes: Valerie moved to approve minutes. Motion Carries

11:05  
Old Business:

11:10  
New Business:

11:10  
**A. Executive Council Reports**
  
a. Chair - Mr. Kevin Gilley
   
i. HR report from visit to EC meeting
   
   1. Shared HR meeting with Exec. Council updates. We’d like a rep from the rank and file.
   
ii. Fundraising report
   
   1. Discussed red tag raffle. 1 for $5 or 3 for $10. Explained what exec council discussed we’d like everyone to sell tickets, but not required. Check on UPPS for raffles. Post on FB.

   a. **Amy moved to accept fundraiser. Motion carries**
iii. May brunch – Jessica gave an update, facility at no cost, cash bar is an option but would require an officer – can ask to donate time. Price up for discussion and possible auction. Date would be a Saturday or Sunday. Contact Jess or Kevin to join the committee.

b. Chair-Elect – Ms. Meghan Parker

c. Secretary – Ms. Summer Salazar – NO REPORT
   i. Jodie passed our December minutes

d. Treasurer – Mr. Mason Murphy
   i. Popcorn is paid for

e. Parliamentarian – Ms. Jodi Torrez
   i. Absence reminder – please see updated policies
   ii. Tracking will begin at January meeting

f. Member At-Large – Ms. Amy Hilton

g. Member At-Large – Ms. Sonya Kraus

B. Internal Committees

a. Bylaws and UPPS (Sonya Kraus):
   i. Up to 40/updated list is in Shared Drive

b. Compensation (Sandra Brooks):

c. Elections (Amy Hilton): May Elections

d. Fundraising (Kevin Gilley): discussed during Executive reports

e. Online Technology (Ray Wilson):
   i. New changes to log in system discussed personal email is replacing security questions

f. Orientation (Summer Salazar): NO REPORT

g. Perks (Jessica Henry):
   i. Finalizing sheet to meet with Beneplace soon

h. Public Relations (Burel Ford): NO REPORT

i. Scholarship and Awards (Mason Murphy):
   i. Meeting scheduled for 1/27

j. Transportation and Parking (Lisa Ramos):

C. External Committees

a. ADA/504 Compliance & Steering Committee on Disabilities – Amy Hilton and Mason Murphy

b. Campus Facilities Planning Committee – Sandra Brooks
   i. Meeting cancelled

c. Campus Recreation Advisory Committee – Amy Hilton and Jessica Henry
   i. Fall meeting cancelled

d. Energy Conservation Committee – Valerie Creveling

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
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

Parking Lot/Discussion (Jodi Torrez)

1. Follow up on fundraising committee

Adjournment 11:55: Ray moved to adjourn meeting. Motion Carries

Summer Salazar
Secretary
Staff Council

February 10, 2015
Date of Approval

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