

**AGENDA**

June 11, 2019

10:00 a.m.—12:00 p.m.

UAC 474

*The mission of the Texas State University Staff Council shall be to*

*promote and enhance the status of university staff,*

*ensure the effective contribution of staff expertise toward university goals,*

*and act as the liaison between the university president and staff.*

*The Council shall represent the collective body of the staff*

*and shall report directly to the university president.*

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

(10:00)  **Call to Order - Noel Fuller, Chair**

(10:02)  **Roll Call - Angela Behnke, Secretary**

**ACTION Item 1. April Meeting Minutes (handout) - Angela Behnke,**

(10:05)  **Secretary motion- Ilona, 2nd Alma**

**ACTION Item 2: Treasurer’s Report (handout) - Natalie Davis, Treasurer**

(10:10) Scholarship updated and 2 expenses in May. Additional expense should come up in June/July

**DISCUSSION Item 3: Affinity Group Guest Speakers - Dr. Michael Casey, Alliance of**

(10:15)**Texas State, Dr. Skyller Walkes, Coalition of Black Faculty and Staff, Jesse Silva M.A., Hispanic Policy Network**

Michael currently Alliance president at Texas State. Meet 1st Thursday 11 to 1pm ELA 344. Annual dues $30, bring check if you want to join. Membership Sept. 1 to August 31. Email mc7[@txstate.edu](mailto:list@txstate.edu) to be added to email list and newsletter. Bring speakers to campus for LGBTQIA students, staff, faculty. P flag San Marcos does off campus advertising. They have an endowed scholarship. Let staff know about Alliance at new employee orientation, and word of mouth. Want to have department meetings. Alliance facilitates campus ALLIES training on campus. Student University inclusion is where these programs are housed. If division or academic unit can come and create a special training.

HPN- inclusive definition anyone who is of Hispanic decent in any way. Includes no Spanish speakers. Focus on working atmosphere on campus and networking events. Support recruitment and retention. Educational advocacy to ensure that faculty and staff have professional development opportunities on campus. Meet 1st Wednesday of the month and host a naturalization ceremony on campus. HPN symposium. Constellation Rising Stars. A member of the affinity trinity.

Collation of Black faculty and staff- will send latest newsletter. Advocacy! students are also a part of the coalition. Support students unapologetically. Cultural responsibility to have for looking out for a student's care. It’s a family affair- for students entering university for the first time. Opportunity to interface with coalition. New and transfer student's reception- opportunities for faculty and staff to interact with students. Annual academic ceremony to recognize academic achievement. Sponsor registration and travel for faculty and staff presentations at conferences. Only asked to share what they learned at conference with the group at a meeting. Would like to invite staff council at each group meeting as well as the affinity trinity. Can email and make issues known even if anonymous to each speaker. Extend invitation to breakfast for skilled workers. Will highlight the affinity group on SC website.

**UPDATE Item 4: Staff Concern re: Understaffed Areas - Noel Fuller, Chair**

(10:50)       Indicated that this position was unfilled for a significant amount of time. Insert Item 4 document.         Recommendation: in addition to referencing policies add justification and email where staff member articulated how the extra work was impacting mental and physical health. Documented when staff was working evenings, early mornings and weekends. ND- having the departments understand that supervisors can increase a pay. When an employee is working two roles the exiting employee's salary savings. Needs to be a way for a staff member to advocate for their job duties and title.

**UPDATE  Item 5: Staff Award Winners - Noel Fuller, Scholarship and Awards**

(10:55)       **Committee** - See Attachment

 Will revisit the awards to get a more competitive on campus. Need to come up with a way to recognize custodians. Add a poster campaign to help recruiting.

**UPDATE Item 6: Elections - Walt Yantis, Co-Chair Elections Committee**

(11:00) Nominations have closed. Elections will begin June 12, 2019. Skilled and custodial worker positions do not have nominees who have accepted. Looking for a new system for future elections.

**UPDATE Item 7: Operating Procedures Review - Noel Fuller, Chair**

(11:05)  Most groups were able to complete OP. Exec will be working on OPs. During July meeting- during meeting committees will make updates. Want completed by August.

**UPDATE Item 8: Minutes Posting Update - Noel Fuller, Chair**

(11:15)    Have posted minutes on website. Under meeting and highlights.

**DISCUSSION Item 9: Staff Council Orientation - Annette Hamon, Special Events**

(11:20)              **Committee** - Need to get permission to 2nd floor of UAC and get space for orientation. Light breakfast- will get invoice from last year to Annette. Will bring quotes for food to July for approval.

**DISCUSSION Item 10: Website Updates and UPPS Web Space - Noel Fuller, Chair**

(11:30)  Updated the website. Cleaned u dead links, etc. Recommended that the UPPS review calendar be posted. Would like to post review updates, note, posts, etc. What every committee in SC is doing. Can add a call to action on each site.

**UPDATE Item 11: Flexible Work Arrangement Proposal Submission - Noel Fuller,**

(11:40)  **Chair** - A week after last meeting proposal was sent to John Mc Bride, Eric Algoe, and Lisa Lloyd. Dr. Lloyd’s office notified Noel that there will be a general response soon. The proposal was acknowledged.

**DISCUSSION Item 12: Exploring Social Media Opportunities - Noel Fuller, Chair**

(11:45)  Had a Facebook page in past years. marketing decided to NOT have a social media presence at the beginning of the year. Do we want to bring it back? Student side uses Facebook/Twitter to pull from other sides. Hootesuite can let you plan SM posts out. task to marketing committee. add to meeting highlights exploring social media what do you think?

**DISCUSSION Item 13: Announcements**

(11:50)              **a.  Shout Outs**

* **Walt Yantis-Technology Resources**
* **Dena Guerrero-Curriculum and Instruction**

**b. Staff Concern re: Newsstand Advertisement** **on Campus-** newpaper stand by ASBN by the Den has an advertisement that is a predatory crisis clinic. Found out most services are provided by the student health center. Independent advertiser- Noel will add update to July meeting

**c. Staff Concern re: ADA Compliant Parking, referred to Compensation and Benefits** - parking issue referred to comp and ben

**d. Staff Concern re: ADA Accessibility – Chartwells, referred to Compensation and Benefits** - will have follow up in July. Stephen Grenadous

**DISCUSSION Item 14: Review Pending Items - Noel Fuller, Chair**

(11:55)                 a.          **Cross-Training Opportunities and Procedures - referred to Compensation   and Benefits and Council Representative on the Professional Development Advisory Council**

1. **Creation of New Award for Excellence in Serving Students - referred to Scholarships and Awards**
2. **Develop Proposal for Submission to the Transportation Services Advisory Council (TSAC) re: Critical Need for Visitor Parking Options for Events - referred to Compensation and Benefits and Council TSAC Representatives**
3. **Staff Concern re: Awards Ceremony/Years of Service Award/Notification – Referred to Executive Committee- working with Lisa Lloyd- response crafted for July meeting**
4. **Contract Worker Vs. Non-Contract Awards/Benefits – Referred to Scholarship and Awards**
5. **Follow up on Staff Emergency Fund – Referred to Compensation and Benefits**

(12:00) **Adjournment** walt move to adjourn 2nd by tabitha

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Texas State staff are welcome to attend any Staff Council meeting. The list of meeting dates and locations can be found at <https://www.staffcouncil.txstate.edu/meetings/minutes.html>.

If there is a specific issue or concern you would like Council to address, please complete the form at [www.staffcouncil.txstate.edu/Staff-Concerns](http://www.staffcouncil.txstate.edu/Staff-Concerns). When submitting the form, you can remain anonymous if that is your preference.

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 expressing their views at Council meetings.