Minutes of Staff Council
Tuesday, September 8, 2014
10:00am – 12:00 noon
Undergraduate Academic Center – Conference Room #124

Call to Order: The meeting convened at 10:00am, Chair – Mr. Kevin Gilley presiding. Mr. Gilley welcomed everyone to the first Staff Council meeting of the 2014-2015 year.

Members in attendance: Sandra Brooks, Mark Burrow, Valerie Creveling, Kevin Gilley, Bob Hanna, Jessica Henry, Ted Ingwersen, Scott Johnson, Sonya Kraus, Mason Murphy, Meghan Parker, Paul Prince, Elizabeth Ramos, Summer Salazar, Ray Wilson, Burel Ford

Members not in attendance: Kimberly Finney, Marcos Hendry, Janet Herington, Amy Hilton, Ronald Smith, Jodi Torrez

Approval of minutes: N/A

Old Business: None

10:15 am - New Business

a) Officer Elections
   a. Elections were held and the following individuals will serve on the Executive Committee.
      i. Chair - Mr. Kevin Gilley
      ii. Chair-Elect – Ms. Meghan Parker
      iii. Past Chair – Ms. Janell Laca
      iv. Secretary – Ms. Summer Salazar
      v. Treasurer – Mr. Mason Murphy
      vi. Parliamentarian – Ms. Jodi Torrez
      vii. Member At-Large – Ms. Amy Hilton
      viii. Member At-Large – Ms. Sonya Kraus

b) Internal Committees
   a. Bylaws and UPPS:
      i. Sonya Kraus (Chair)- sk22
      ii. Mark Burrow (Co-Chair)- mb90
      iii. Valerie Creveling- vc03
      iv. Judy Herington- jh70
      v. Paul Prince- pp23
      vi. Elizabeth Ramos- er10
      vii. Jodi Torrez- jt11
      viii. Ronald Smith- rds116
   b. Compensation:
      i. Sandra Brooks (Chair)- sb50
      ii. Sonya Kraus- sk22
      iii. Bob Hanna- hr19
   c. Elections:
      i. Amy Hilton (Chair)- ah48
d. Fundraising:
   i. Kevin Gilley (Chair)- kg11
   ii. Summer Salazar (Co-Chair)- s_s284
   iii. Sandra Brooks- sb50
   iv. Jessica Henry- jh81
   v. Meghan Parker- mp57
   vi. Ted Ingwersen- pi10

e. Online Technology:
   i. Ray Wilson (Chair)- rw25
   ii. Scott Johnson (Co-Chair)- sj07
   iii. Mark Burrow- mb90
   iv. Jodi Torrez- jt11

f. Orientation:
   i. Summer Salazar (Chair)- s_s284
   ii. Meghan Parker (Co-Chair)- mp57
   iii. Valerie Creveling- vc03
   iv. Mason Murphy- mmm210
   v. Lisa Ramos- er10

g. Perks:
   i. Jessica Henry (Chair)- jh81
   ii. Ted Ingwersen (Co-Chair)- pi10
   iii. Scott Johnson- sj07
   iv. Ray Wilson- rw25

h. Public Relations:
   i. Burel Ford (Chair)- bf20
   ii. Sandra Brooks (Co-Chair)- sb50
   iii. Paul Prince- pp23

i. Scholarship and Awards:
   i. Mason Murphy (Chair)- mmm210
   ii. Amy Hilton (Co-Chair)- ah48
   iii. Marcus Hendry- rh23
   iv. Burel Ford- bf20

j. Transportation and Parking:
   i. Elizabeth “Lisa” Ramos (Chair)- er10
   ii. Bob Hanna (Co-Chair)- rh19
   iii. Jessica Henry- jh81
   iv. Kevin Gilley- kg11
   v. Marcus Hendry- rh23

c) External Committees
   a. ADA/504 Compliance & Steering Committee on Disabilities – Amy Hilton and Mason Murphy
b. Campus Facilities Planning Committee – Sandra Brooks

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c. Campus Recreation Advisory Committee – Amy Hilton and Jessica Henry

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 and Meghan Parker

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 Council – Kevin D. Gilley and Meghan Parker


q. University Safety Committee – Burel Ford

d) Bylaws and responsibilities

a. Chair noted a reminder that, per the Bylaws, Board positions will be revoked if a member has 3 unexcused absences.

b. Chair noted that Executive Meeting will be held first Tuesday of every month, location TBD.

e) Wellness Fair (Staff Council Booth) – October 7th 10am – 3pm

a. Sandra noted that after polling members, a $900 budget was approved to purchase 500 lanyards and cups which totals to under $900.

b. Member noted that Staff Council will have a popcorn booth at fair

c. Chair noted that an online sign-up sheet would be dispersed to all members. Action item is chaired by Burel Ford.

d. Chair noted that he would create cards for Staff Council table.

f) Preparation for October Meeting

a. President Trauth will serve as distinguished guest

b. Awards will be presented

c. It was noted that members shall dress professionally for individual and group photos

g) Motions

a. Motion: Moved by Jessica Henry that bylaws are updated to include external committees.

Resolved: Motion carried.

Secretary’s note: Bylaws were visited and language is used that requires all Staff Council members to attend meetings: See Staff Council Bylaws, V. Organization, 5., B, 8.

b. Motion: Moved by Valerie that she will research attendance policies on UPPS to bring into more stringent language and make supervisors to allow staff to attend.

Resolved: Motion carried – see Secretary’s notes

c. Motion: Moved by Jessica Henry that Staff Council have something at table at the
upcoming Wellness Fair that has QR code that staff can scan.
Resolved: Motion carried.

h) Reminders/Announcements/Assignments:
   a. Chair noted that members should inform Board if they are unable to attend external
      committee meetings so an alternate can be identified.
   b. Members noted that October is the awards meeting.
   c. Chair noted that an External Committee Chair will be created.
   d. Chair noted that Bylaws should be read by October meeting to add addendum.
   e. Chair noted that Staff Council is assigned a part-time secretary, Valerie Anderson, per
      Staff Council Operating Procedures 01.08.
   f. Members noted that Valerie Anderson shall begin coming to Staff Council meetings.
   g. Chair noted that he would send all Supervisors and CC Staff Council members an email
      that thanked them for allowing staff to serve on council and reminded them of Staff
      Council duty to serving on committees, both internal and external per Bylaws, V.
      Organization, 5., B., 8.
   h. Chair noted that Staff Council should send their Supervisor email addresses to him at
      K.Gilley@txstate.edu.
   i. It was noted that Facebook information and administrative rights will be transferred
      from Sandra Brooks to Scott Johnson.

Adjournment: The meeting was adjourned at 11:33am.

Summer Salazar
Secretary
Staff Council

*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.