Staff Council Meeting Minutes  
UC, Bayview 320  
October 24, 2017

Members Present: Catherine Bridges, Heather Calderon, Carrie Coursey, Ashley Dyckman, Jennifer Escamilla, Cassie Eyring, Delaney Foster (proxy: Brittney Weise), Alessandra Garcia, Dee Dee Hubenak, Randy Lara, Elizabeth Longoria, Maria Martinez, Maria Pedigo, Hayford Osei, Elizabeth Palacios, Christopher Palfreyman, Cari Reed, JP Regalado, Patricia Rodriguez, Nancy Salinas, Leslee Schauer, Lori Shearin, Martha Simcik, Ben Soto

Members Absent: Luisa Butler, Sara Chapa, Debra Cortinas, Liz Perez, Cynthia Salinas, Terry Tatum

Guests: Ann DeGaish, Dr. Gary Jeffress, Dr. Frank Spaniol

Call to Order – Meeting was called to order at 3:04pm by JP Regalado

I. Guest Speaker: Ann DeGaish, Associate Vice President for Student Engagement and Success
   a. Izzy’s Food Pantry
      i. Opened August 2017 (open Monday-Friday) and students must complete a USDA form in order to take advantage.
      ii. Students can come once a week, with a valid Sanddollar card, and can take ten items per visit.
      iii. 30 students have already been assisted this semester.
      iv. Located in 204 (far end of the 2nd floor stairwell for privacy)
      v. Donations can be dropped off in UC 215; Dr. Lisa Perez is the contact.
         1. Cash donations accepted at Institutional Advancement.
     vi. Library is currently doing a drive called Food for Fines, where students can donate food to eliminate their library fines.
   b. #GivingTuesday started four years ago and is part of an international effort to give back (falls on the Tuesday after Thanksgiving, November 28th).
   c. Registration will be from November 1-15 online through OrgSync
      i. Will require signed waiver and supervisor approval
      ii. Choose top two preferences of the options available
   d. Goal is to have Corpus Christi locations and one in Port Aransas and Rockport.
   e. Last year some divisions/departments had 100% participation

II. Guest Speaker: Dr. Gary Jeffress, Director of Conrad Blucher Institute for Surveying and Science
   a. Provided history of Conrad Blucher Institute.
   b. GIS Bachelors Program established in 1995, Master’s program 2007, and PhD program in 2014
c. Presented on project that Blucher Institute has been working on in conjunction with the Texas Coastal Ocean Observation Network to establish ownership and boundaries between pieces of land.
d. Explained the work that the Blucher Institute does with water level monitoring and how it relates to hurricane tracking.
   i. Now able to predict water levels with 90% accuracy.

III. Approval of Minutes – Leslee Schauer
   a. Two revisions were suggested (Palfreyman’s last name and “form” to “from”) by Lori Shearin.
   b. Cassie Eyring made a motion to approve the minutes as amended and Elizabeth Palacios seconded. Motion passed.

IV. President’s Report – JP Regalado
   a. Two campus/Staff Council resignations:
      i. Crystal Ramirez
         1. Replaced by: Alessandra Garcia
      ii. Allison Washburn
         1. Replaced by: Carrie Coursey
   b. Provost’s Search – Subgroup from the committee completed airport interviews at a hotel near the airport.
      i. Out of the applicants, 10 interviewees were selected, and now narrowed down to four finalists to come to campus.
         1. There will be campus-wide public presentations.
      ii. Dr. Frank Spaniol encouraged campus employees to attend these presentations, fill out the evaluations with pros/cons and provide honest feedback because the committee is charged with reading and evaluating all information.

V. Vice President’s Report – Ben Soto
   a. Faculty Senate meeting – Two main points for the meeting were Provost search updates and Tenure and Promotion process information.

VI. Treasurer’s Report – Cathy Bridges
   a. Budget information was sent electronically, via email, before meeting.
   b. There was little activity in September.
   c. Patricia Rodriguez inquired about the deficit from the previous month and Cathy explained that Terry Tatum covered the expense with one of his accounts.
      i. JP and Ben will discuss this with Terry at their first meeting in November.
   d. Ben Soto wanted to know if the credit card machine for the SECC event was tied to the correct account. Chris Palfreyman was going to get that set up.

VII. Old Business
   a. University Committee Assignments
      i. Laura reprinted an updated version for the entire Council.
ii. Homecoming Committee Update:
   1. Liz Perez cannot take on this commitment because of frequency of meetings; however, Elizabeth Longoria and Alessandra Garcia have both committed to being on the committee and taking turns attending meetings.

iii. Environmental Council:
   1. We have one vacancy and if any members are interested in this committee, please see Martha Simcik for more information or let JP know so we can get that position filled.

VIII. Committee Reports
a. State Employee Charitable Campaign - SECC (Christopher Palfreyman)
   i. Information table was set up on 10/17 and roughly 35 people were reached and given information.
   ii. Event will be coupled with Break in the Day, 10/31 from 11:00 – 1:00pm in the Island Hall Gym.
      1. Pizza for donations
      2. Credit card machine available for one-time donations.
   iii. Break in the Day will also have goodies and activities for people who are coming but did not donate.
   iv. All proceeds from the event will be split between Driscoll Children’s Hospital and the Women’s Shelter.
   v. As of 10/24 at 2:00pm, $5,914 had been donated from 15 people.

b. University Relations (Cassie Eyring)
   i. Cassie has sign-up sheets for the Spooktacular Event (please sign up if you have Food Handler’s or Cash Handling).
      1. Cash Handler’s is online in TrainTraq.
      2. Food Handlers’ in also online and costs $10.00.
   ii. Break in the Day will have games and snacks available.
      1. Cookies, candy, popcorn and possibly pickles
      2. Games: corn hole, pumpkin bowling, giant Jenga, fishing and hula hoops.
      3. There will be a Halloween costume contest with trophies that are Halloween themed, and a photo booth.
   iii. 15 kudos were handed out last week.
   iv. Another volunteer opportunity coming up is Islander Lights (photos with Santa) on December 1st.
      1. 5:30pm – 6:30pm
      2. 6:30pm – 7:30pm

c. Benefits & Employee Development (Leslee Schauer)
   i. First meeting was held Friday, October 20th.
   ii. Four main focal points:
      1. Employee dependent tuition
2. Professional development opportunities/Employee Development Day
3. Staff wanting to participate in non-degree seeking programs with 100% coverage
4. Childcare opportunities on campus
   iii. Alessandra Garcia posed questions regarding professional development brown bags and will be invited to next Benefits and Employee Development meeting.

IX. **Adhoc Committees**
   a. Dorothy Yeater (Dee Dee Hubenak)
      i. Boss’s Day mug sale was success with 75 sold ($1,125 revenue).
         1. Suggested leaving the rest on Marketplace for Christmas gifts or anything else people want to buy them for.
      ii. Dorothy Yeater Scholarship application will open November 1st – December 15th).
         1. Received an early application.

X. **University Committee Reports**
   a. I-Adapt (Cassie Eyring)
      i. Meet second Monday of every month
      ii. Smoking area is being constructed and signs are being posted around campus about designated smoking areas.
      iii. Octoberfest event is the fall equivalent of Wacky Wednesday and is going to be held in the University Center.
      iv. November 15th is the Prescription Drug Symposium and Cassie will send information out with a link if anyone is interested in participating.
   b. Wellness Committee (Christopher Palfreyman)
      i. Chancellor’s Funds/initiative focused on campus wellness
         1. Runs from January 1st – December 31st (in renewal process right now)
      ii. Charged with maintaining and sustaining after grant ends.
         1. Punch pass costs about $9,000 per year (may consider just offering to new employees to save).
         2. $2,900 set aside for walking shirts.
         3. $5,000 for swipe rewards.
            a. Thinking of dropping from 45 to 40 swipes this semester because of Hurricane Harvey.
         4. $5,000 spent on Tamalada (healthy foods).
   XI. **International Education Committee** (Delaney Foster – Brittney Weise)
   a. Met twice so far this semester.
   b. Week of November 13th is International Education for Peace
      i. Official advertisement is not complete yet.
c. International trip to the National Seashore on October 28th.

XII. New Business
a. December Potluck
   i. Tuesday, December 12th is proposed
   ii. Location Discussion:
       1. Art Museum of South Texas
          a. Monday can bring potluck because Hester's is closed.
          b. Private room with amazing view.
          c. Walk around Art Museum free of charge.
       2. Innovation Center
          a. No charge, first floor lobby near main entrance
          b. Maria can get us access to UAS center (tour)
       3. Alumni Center
          a. Must use Chartwells
          b. Middle of the office where people are working
          c. Usually have events after hours
          d. Carrie Coursey said potlucks may be allowed and view is nice.
   iii. If anyone has strong feelings, please let JP know by November 3rd.
   iv. A Doodle Poll will be sent out for everyone to vote on their top choice.

b. Next meeting is November 28th, but will probably need to be changed because of #GivingTuesday.
   i. Meeting was changed to Wednesday, November 29th.

c. Good of the Order
   i. Kudos Recipients:
       1. Michele Roth
       2. Missy Chapa
       3. Bonnie Salas
       4. Sarah Green
       5. Nancy Burns
   ii. Bone Marrow match will still be on campus one more day (Wednesday, October 25th) in the Dugan Wellness Center.

XIII. Meeting Adjournment – JP adjourned the meeting at 4:33pm.