Staff Council Meeting Minutes
University Center, Oso 221
February 27, 2018

Members Present: Catherine Bridges, Luisa Buttler, Heather Calderon, Debra Cortinas, Jennifer Escamilla, Cassie Eyring, Delaney Foster, Alessandra Garcia, Veronica Harris, Dee Dee Hubenak, Maria Martinez, Hayford Osei, Elizabeth Palacios, Christopher Palfreyman, Maria Pedigo, Liz Perez, Cari Reed, JP Regalado, Patricia Rodriguez (Proxy: Meredith Coplen), Cynthia Salinas, Nancy Salinas, Leslee Schauer, Lori Shearin, Martha Simcik, Ben Soto (Proxy: Melissa Asbury)

Members Absent: Sara Chapa, Carrie Coursey, Randy Lara, Elizabeth Longoria, Terry Tatum

Guests: Roe Cantu, Teresa Alaniz

Call to Order – Meeting was called to order at 3:03pm by JP Regalado

I. Guest Speakers: Russell R. Franques, Director of Coastal Innovation Center
   a. Two types of clients are served:
      i. Client companies – 13
      ii. Residential – 22
   b. Service Delivery
      i. Incubation, acceleration and soft landing
      ii. Proactive consulting methodology and connectivity
      iii. Community outreach
      iv. Community education
         1. Lunch and Learn Series (12 a year)
            a. Posted on website
            b. Best way to find out is via Facebook (Eventbrite)
   v. Post Harvey Initiative
      1. EDA University Center
      2. EDA Leverage UC’s post disaster for Economic Recovery and Resiliency
         a. Coverage area – Coastal Bend counties
            i. 5 year time horizon

II. Approval of Minutes – Leslee Schauer
   a. No revisions were suggested
   b. Nancy Salinas made a motion to approve the minutes and Catherine Bridges seconded. Motion passed.

III. President’s Report – JP Regalado
   a. Presidential Inauguration Ceremonies
      i. President Quintanilla will be the 11th President of TAMU-CC and the first female president.
ii. President’s Picnic is 11:30 – 1:00pm (East Lawn)
iii. President’s Investiture 3:30 – 5:00pm (PAC)
   1. Live stream is available
iv. President’s Reception 5:00 – 7:00pm (Rotunda)
   1. All UC services close early for this event
v. JP will be speaking at ceremony
vi. President will be getting a gift from Staff Council

IV. Vice President’s Report – Ben Soto (given by JP Regalado)
   a. Faculty Senate discussions:
      i. Service animals vs. Emotional support animals
      ii. Student threats, panic buttons and ICARE services
         1. Perhaps create an app on the phone
         2. TrainTraq – one or two active shooter presentations
      iii. Liz Perez mentioned that there is an Islander Watch on the Islander Mobile app already that could potentially be utilized.

V. Treasurer’s Report – Catherine Bridges
   a. JP indicated that we will be presenting the Treasurer’s Report, but not approving it, as it covers previous expenditures.
      i. Liz Perez asked if we can see itemized expenditures and Cassie and Catherine both indicated that these expenditures are on the “I” drive for anyone on Council to view.
      ii. Catherine mentioned that the committee is preparing Annual Luncheon expenditures, which will be within the budget allocated.

VI. Old Business
   a. JP thanked those who participated in the Homecoming festivities.

VII. Committee Reports
   a. Benefits and Employee Development (Leslee Schauer)
      i. Employee Development Day is set for Wednesday, May 16th.
      ii. Seven sessions were recommended to Rosie Ruiz and she will be following up with speakers for each:
         1. IT Feedback session
         2. Banner 9 unveiling
         3. Service animals vs. Emotional Support animals
         4. Security presentation by UPD
         5. Psychiatric disorders (signs & symptoms) to look for
         6. Hurricane Preparedness Team tips/suggestions
         7. Social Media and how to stay connected during emergencies
   b. University Relations (Cassie Eyring)
      i. Administrative Professional’s Lunch will be held Wednesday, April 24th (pending President Quintanilla’s availability)
         1. Nacho bar/fajita buffet
         2. Giveaways were purchased last year with previous budget
3. Seeking 10 door prizes (will use leftovers from Annual Luncheon as well)

VIII. Adhoc Committee Reports
   a. Annual Employee Luncheon (Nancy Salinas)
      i. Asked council members to try to put giveaways together for donation.
         1. Also looking for larger items for Silent Auction
      ii. Ben Soto will be the MC for the event and will lead line dancing
   b. Employee Excellence Awards – Ben Soto (given by Leslee Schauer)
      i. Name changes for awards will allow more participation and better aligns with TAMU-CC mission
         1. Islander Excellence
            a. Demonstrates leadership, initiative and special contributions to the University and whose actions, deeds, and work ethic exemplify outstanding performance
         2. Islander Inclusion
            a. Promotes and embraces diversity and stresses collaborations and engagement throughout the University
         3. Islander Impact
            a. Reaches out to work with and form relationships to make the University and Coastal Bend Community a better place
      4. Nominations are now open and deadline to apply is March 16th (will probably extend one week to March 24th)
   c. Dorothy Yeater (Dee Dee Hubenak)
      i. Meeting will be held after Spring Break to review rules and procedures of current process
      ii. Will have a table at the Annual Employee Luncheon to sell Administrative Professionals gift (fundraiser for Dorothy Yeater)

IX. University Committee Reports
   a. Calendar Committee (JP Regalado – given by Leslee Schauer)
      i. Committee agreed to extend contract for graduation to be held at the American Bank Center
      ii. Calendar is in the works for 2021 commencement dates
      iii. Spring Break 2019 has not been entered yet because Corpus Christi Independent School District (CCISD) has not announced their dates and TAMU-CC Spring Break is going to be the same dates
      iv. Athletics Director mentioned that Summer Session I occasionally starts before CCISD ends and that causes issues for incoming athletes. Missy Chapa agreed to consider adjusting the dates
b. Parking Committee (Patricia Rodriguez – given by JP Regalado)
   i. Restriping of parking lots adding additional parking spaces
   ii. Want to place a regular cycle of parking lot maintenance in order to get parking lots back up to standards
   iii. Parking fees will be applied pre-tax. The new Workday program allows this. If you make any type of parking changes, make sure to look for them on the following pay date
   iv. Discussion of loading zone between FC & Center for Instruction. Clearer loading zone signs to be placed
   v. Shuttle user numbers were in the Fall and around the same for Spring semester. This was attributed to the campaign effort during the summer orientations. They will continue the same campaign effort this coming summer
   vi. There is a proposal to reverse the exit and entrance on the parking garage to alleviate traffic backup. They are going to hire an external firm to look into it
   vii. New second garage proposal – looking at placing it next to the existing garage. Construction to begin in 2 years
   viii. TxDOT & City are working together on getting lights synchronized from University through Ennis Joslin to assist with traffic flow
   ix. No parking garage fee increase proposed for next year, yet

c. IADAPT (Cassie Eyring)
   i. Wild and Wacky Wednesday – March 7th (11-1)
   ii. Wellness Expo – April 18th (11 - 2)
   iii. 5K Islanders Race to Zero (April 20th)
      1. Registration opened on February 26th
   iv. Meetings have traditionally been monthly and will be moving to a three times a year event
      1. Moving to Coalition of Substance Abuse (COSA)

d. Wellness Committee (Christopher Palfreyman)
   i. Grant may reduce or go away and are currently looking at how to be sustainable without grant funding
      1. Looking at punch pass program because the grant is paying for it and people are not using the passes.
      2. Deduction for 45 swipes will go to $50

X. New Business
   a. Meredith Coplen suggested having the meeting agenda on the Staff Council website available before general meetings so constituents can decide if they would like to attend meetings.
      i. JP said it was a good idea and would follow-up with Roneka.
XI. **Good of the Order**
   a. Big Event is April 10th where students descend into the community to clean and fix things. Delaney said new sites are still needed.
   b. **Kudos**
      i. Jaime Dietrich – previous (from December)
      ii. Brad Bowman – IT
      iii. Maria Alaffa – Payroll
      iv. Cindy English – Cataloging Library
      v. Frank Harrison – Rec Sports
      vi. Christie Roberts - Registrar

XII. **Meeting Adjournment** – JP adjourned the meeting at 4:11pm.