Staff Council Meeting Minutes  
UC Anchor Ballroom A  
October 23, 2018

Members Present: Heather Calderon, Debra Cortinas, Cassie Eyring, Jorge Fonseca, Alessandra Garcia, Carol Haley, Frank Harrison, Dee Dee Hubenak, Miguel Munoz, Hayford Osei, Maria Pedigo, Elizabeth Perez, Michele Roth, Cynthia Salinas, Ben Soto, Frank Spaniol, and Noelle Wilson.

Members Absent: Luisa Buttler, Carrie Coursey, Brenda Davis, Elizabeth Longoria, Elizabeth Palacios, and Terry Tatum.

Guests: Danell Reilly and Julie Shuttlesworth

I. **Call to Order** – Ben Soto called the meeting to order at 3:04 p.m.

II. **Guest Speakers** – The guest speaker for this meeting was Delaney Foster, Student Development Specialist III in the Office of Engagement Initiatives. She promoted the Islander Leadership Conference to be held on November 3. Foster is available to speak at workshops, trainings, and/or staff development for Safe Zone Training for the LBGTQ+. She also mentioned the Lavender Celebration, which is a celebration in the LGBTQ+ community of their academic achievements and contributions.

III. **Approval of Minutes** – Elizabeth Perez
   a. Noelle Wilson made a correction to the minutes. Revised minutes will be resent with corrections.

IV. **President’s Report** – Ben Soto
   a. December Potluck – Roneka will send out email to request dates for potluck.
   b. University Committee Selection. List was handed out with names of members on the various university committees.
   c. Vacancies report. EEO Category 1 had one staff member with the most votes. Category 3 had 3 members with the exact same number of votes. There are only 2 positions available. Probable runoff election if all agree to serve.
   d. SECC. Luisa Buttler is out, but will be sending out marketing information regarding the SECC.
   e. Spooktacular Break in the Day. Scheduled to be held on October 31 in the UC. Ben will be out at a conference. Frank Harrison will be in charge.
   f. Bylaw change. In order to be in line with university elections, the Executive Council is putting forth an amendment to lengthen the terms for the current council. Asked for discussion. Bylaw change must be announced 2 weeks prior to vote. Voting planned for November meeting. Must have a quorum.
   g. Absent council members. If you will not be at a scheduled meeting, please send an email to the Executive Council Secretary, Liz Perez. You can cc Roneka Polidore, Administrative Assistant for Staff Council and Faculty
Senate. Also, if absent, please consider sending a proxy and include their name in your email.

h. Shirts. We are looking to order shirts. Frank has suggested Adidas since they sponsor the Athletic teams. Liz will be sending out an email for sizes.

V. **Vice-President Report - Franklin Harrison**
   a. Frank reported on Faculty Senate. At the meeting, Dr. Quintanilla reported enrollment numbers. Official number is 11929. Frank has report of enrollment numbers for all the different categories. He also reported on the Deleted courses and changes that will be made to the catalog.

VI. **Treasurer Report – Jorge Fonseca**
   a. Committee chairs will need to fill out a Funds Request for any expenditures for events. Jorge has asked for feedback regarding building a better community.

VII. **Old Business**
   a. No old business to report.

VIII. **Committee Reports**
   b. Bylaws and Constitution – Dee Dee Hubenak – No report
   c. Nominations and Elections – Michele Roth – Will be meeting soon.
   d. University Relations – Brenda Davis – Absent

IX. **Adhoc Committees**
   a. Annual Employee Luncheon – Elizabeth Perez
      i. Have had a couple of meetings. Work in progress.
   b. Dorothy Yeater – Cassie Eyring
      i. Bosses Day mugs sold more than last year. Sales are on-going. Selling items in stock.
   c. Employee Excellence Award- Luisa Buttler – Absent

X. **University Committee Reports**
   a. Wellness Committee – Frank Harrison – BCBS will be conducting 3 year review. On the 29th will need focus groups. If interested, please email Frank.
   b. Other – Giving Tuesday. Dr. Frank Spaniol gave his perspective that Giving Tuesday should have some on-campus volunteering. Has spoken to the President also.

XI. **New Business**
   a. Staff Compensation Study - Debra Cortinas
      i. Debra gave an update. Contract for consulting firm has not been finalized; however, date for implementation is still scheduled for September 1.
   b. Terry Tatum has accepted a position with TAMU System. His last day will be November 2. The new Staff Council Advisor will be Jaclyn Mahlmann who will also be interim for Terry Tatum’s position.
i. DUO. The first batch for DUO will be rolling out. Some students are already using it. There have been some questions. IT will be out in the breezeway on TWR from 11:00 a.m. to 1:00 p.m.

XII. Good of the Order
   a. Kudos
      i. Donna DeGaish – CILS, ECDC
      ii. Leigh Gibbons – ENGL, FC 274B
      iii. Victor Ioina – Rec Sports, DWC 120B2
      iv. Dayanna Jenkins – Travel, USC 119B
      v. Roneka Polidore – SC/FC, Library
   b. Early Voting – Monday through Friday beginning on the 29th.

XIII. Meeting Adjournment – Ben asked for a motion to adjourn the meeting. Motion was made by Frank Harrison and seconded by Miguel Munoz to adjourn. Ben adjourned the meeting at 4:16 p.m.