

Staff Council Meeting Minutes

Web-Ex

March 24, 2020

3:00 p.m.

Members Present: Luisa Buttler, Heather Calderon, Debra Cortinas, Carrie Coursey, Cassie Eyring, Noelle Freese, Alessandra Garcia, Carol Haley, Frank Harrison, Jaclyn Mahlmann, Candace Martinez, Miguel Moreno, Miguel Munoz, Elizabeth Palacios, Maria Pedigo, Michele Roth, Julie Shuttlesworth, Martha Simcik, Ben Soto, and Brittney Weise.

Members Absent: Risha Dulip, Amanda Horne, Elizabeth Longoria, Hayford Osei, and Elizabeth Perez.

I. Call to Order – Ben Soto Meeting called to order at 3:01 p.m.

II. Approval of Minutes – Elizabeth Perez -Miguel Munoz made the motion to approve minutes. Alessandra Janney seconded the motion. Minutes were approved.

III. President's Report – Ben Soto.

- COVID- 19- Jaclyn Mahlmann
 - Nueces County is planning/prepping for shelter in place.
 - If Shelter in place; buildings will be locked, sanitized and tagged.
 - Employees have access to work space, using swipe card. If your area is tagged, please follow instructions on tag (call the number listed) to have someone return to your office area and re-sanitize.
 - Services will not be open.
 - Health services will offer online services
 - Dining services offer grab &Go
 - For more information on the Corpus Christi press conferences, visit corpus Christi fakebook page.
- Elections
 - Election will launch at 8:00 a.m. on 3/30/2020 through 4/10/2020 5:00p.m.
 - A Campus Announcement will be disseminated.
- Employee Excellence Awards
 - Postpone - No events through May 31, 2020.
- Staff Council Events
 - Administration Professional Day Luncheon
 - Luncheon is canceled. The University Relations Committee will email the Administrative Assistants "Admin. Day Appreciation Cards"
 - Faculty & Staff Spring mixer- Canceled

IV. Vice Presidents Report- Frank Harrison

- The Bylaws and Constitution has been emailed to Staff Council members for review.

- Will vote on the Bylaws and Constitution at the 4/28/20 meeting.

V. Treasures Report – Cassie Eyring

- The 2019-2020 Treasure report will be emailed to Staff Council members.

VI. Committee Reports-

- **Benefits & Employee Development** –Noelle Freese (Chair)
 - Work Well, Live Well is postponed
- **Bylaws & Constitution-** Luisa Buttler (Chair)
 - No Report
- **Nominations and Elections** –Michele Roth (Chair)
 - No Report
- **University Relations** – Alexandra Janney (Chair)
 - No Report

VII. Adhoc Committees

- **Annual Employee Luncheon** – Liz Perez (Chair)
 - No Report
- **Dorothy Yeater Scholarship** – Cassie Eyring (Chair)
 - Will be accepting applications for Summer I & II on April 15 through May 15.
- **Employee Excellence Awards** –Franklin Harrison (Chair)
 - No Report

VIII. Old Business

IX. New Business

- Deadline for Staff Evaluations is May 31.
- HR is prepared to launch on April 1. Extensions for deadline can be implemented.

X. Adjourn

- Miguel Munoz motion to adjourn. Alexandra Janney second.
- Meeting adjourn at 3:44p.m.