Staff Council General Meeting

Zoom

January 25, 2022


Members Absent: Susan LaTorre (Proxy Present), JoAnne Salinas

I. Call to Order - 3:03 pm

II. Approval of Minutes - Approved with no changes

III. New hires intro-Jen Escamilla

IV. President’s Report- Sharmeen Ahmed

- Welcome Corbin
- Secretary role resumed starting January 2022-Noelle Freese
- Employee Annual Luncheon - CLIMB open to having Staff Council participate with the event. They are on board.
  - Open Floor Comments –
    - Question about how we are participating? Clarified that we would contribute to luncheon cost during the event. Staff Council still wishes to have an employee luncheon and use the event as part of the draw for larger campus community attendance.
    - Retiree luncheon no longer being held. Luncheon normally provided; will this take place in its spot?
    - For hourly employees could this be a problem? They can take their hour for lunch, but then they cannot attend other things. This group liked the luncheon during Spring Break due to the students not being on campus. During CLIMB this would not be possible.

V. Vice-President’s Report- Brenton Day

Toner recycling program on hold. No vendor available. All cartridges are currently being picked up and will take care of those at that time but no more after this.

- Nominations and Elections –Brenton Day (Chair)
  - Reminder email going out 1/26 - 1/27 for nominations.

- Committee on Staff Committee - Brenton Day (Chair)
  - Finished meeting with all standing meetings. Will bring to Executive committee in February 2022. Review and vote on changes at that time.

- Employee Excellence Awards – Brenton Day (Chair)
  - Review of categories adjusted wording to hopefully create more inclusive categories. Posted to SC website on 1/25/2022.

VI. Treasurer’s Report- Valarie Gibbons
• Update on t-shirt fundraiser – 144 shirts ordered 106 sold $1590.00 raised (1 small, 2 mediums, 17 large, 18 extra-large left for sale)

VII. Committee Reports: Note for all Chairs – Invite Corbin to Meetings
• Communication - Noelle Freese (Chair)
  o Meeting in February
• University Relations – Jaquelyn Westbrook – (Chair)
  o Noelle Freese filling in. Meeting in February post CLIMB collaboration decision is finalized.
• Benefits & Employee Development – JoAnne Salinas (Chair)
  o Jennifer Escamilla filling in. Meeting to discuss Home Coming 2022 also assisting with Door Decorating contest. Website available for door décor. Shirts available for Homecoming. Pickup at Alumni or UC. Schedule of events 2/13 leading up to homecoming on Saturday 2/19

VIII. Adhoc Committees
• Bylaws & Constitution - Amanda Kowalski (Chair)
  o Draft to be presented in February
• Dorothy Yeater Scholarship – Angela Walker (Chair)
  o Out of 16 applicants, selected 8 all received $125 for books and supplies. Looking at fundraising opportunities – Popcorn is still a good option. Meeting with the company to see how they can work with a university. Looking at the application process for future award decisions.

IX. Liaison Reports
• University Committee Update (If Any)
  o Brent – SC has been asked to serve on the committee on committee for the university. Person on this committee will be the VP of SC. Making sure that people are following the best practices on campus. SC is participating and updating forms. Starting in Feb SC will participate with the university.
• F&A Update - Jaclyn Mahlmann
  o Campus shutdown on 12/28 due to outage from a snake in Oct. 2021. Down a couple of days in 12/2022. Alerting the departments that would be affected. This will make us better prepared for power emergencies.
  o CLIMB April 26-28
  o HOCO Feb 13-22
  o February Black History Month – lots of events
• HR Update – Debra Cortinas
  o Notices to campus including the new Doctoral program being funded by system. First candidate enrolled.
  o COVID tests available through benefits. Report positive tests to the website. We have more stringent protocols than the federal government to keep the campus and work environments safe.
  o Launched Voluntary Vaccination portal in Workday
Discussion about how to get the HR newsletter. On the website? List-Serv? One-Page idea? Quick Links on the TAMUCC website, suggested. Discussed getting this done. Debra to spearhead this.

**IT Update – Ben Soto**

- Reminder – WebEx is going away 1/31/22. Download your recordings before then. Removing the auto logins. Can still use WebEx if needed. Zoom is now integrated into Outlook. Syncplicity has been removed for most people. Migrated files during Dec. Syncplicity will be removed from machines starting February 2nd, 2022.
- Service Now is the new portal for work orders. Great visibility for progress and communication with technician. User testing is currently happening.

Per Sharmeen: R&I Student Design Competition – Registration open until 2/13. Prize money being offered. All 1st places are sent to TAMUS to participate in global competition.

**X. Old Business**

**XI. New Business**

- Angela W – Volunteering for university events, does this become administrative leave? Debra responded – Volunteer during 8-5 is considered work. After work hours admin leave is not given. Mari A – non-exempt is putting in their time worked in addition to the regular 40 hours per week. This moves the time over to “overtime.”
- Jaclyn, non-exempt employees put in the hours, as an exempt employee using flex time is ok. Asked for individuals that are not accommodating the volunteering activities to be given to Jaclyn. Currently working on Supervisor Training. Waiting for a training coordinator and funds are not available currently.
- Sharmeen brought up those employees were going to volunteer but supervisors are pushing meetings or other such items. Made note that intermediate supervisors may not be accommodating employees. Supervisor training sessions may be a solution to make them more knowledgeable about situations to balance routine duties and necessary accommodations during campus events.

**XII. Adjourn**

- Adjourned at 4:11pm
  - Motion to adjourn – Angela W, Johnathan C – seconded.