

## Staff Council General Meeting

**UC Bayview 320 -November 6th, 2025 - 2:00pm-3:30pm**

- Call to Order:
- Approval of Minutes:
  - o \_\_\_\_\_ motioned to approve
  - o \_\_\_\_\_ seconded
- Upcoming Meetings
  - o December 11<sup>th</sup>, 11:30am to 1:00pm, UC Bayview 320
  - o January 8<sup>th</sup>, 2:00PM-3:30PM, UC Bayview 320
  - o February 12<sup>th</sup>, 2:00PM-3:30PM, UC Bayview 320
  - o March 19<sup>th</sup>, 2:00PM-3:30PM, UC Bayview 320
  - o April 9<sup>th</sup>, 2:00PM-3:30PM, UC Bayview 320
  - o May 14<sup>th</sup>, 2:00PM-3:30PM, UC Bayview 320
    - Please accept calendar invites for Staff Council Meetings
    - If unable to attend, please email [Staff.Council@tamucc.edu](mailto:Staff.Council@tamucc.edu) and Stephanie Long about your absence and if you will be providing a proxy in your place.
- President's Report – Stephaine Long
  - o Islander Lights
  - o Update on Storage Unit
    - Who has Staff Council items that need to be sent to Storage.
    - Discuss SC Inventory Spreadsheet
  - o Discuss all purchases to notify Amy Rivera
  - o December Potluck
    - Sign-up Sheet for Food and Allergy list
    - Discuss Waiver Information for Potluck
  - o SOP's
    - Staff Council Committee's please begin working on updating SOP's
    - Nominations and Elections -**Chair: VP- Joseph Doan**
    - Communication Committee – **Chair: Secretary- Ashleigh**
    - Ad Hoc Bylaws Review Committee – **Chair: Parliamentarian**
    - Benefits & Employee Development- **Chair: Samuel**
    - University Relations – **Co-Chair: Anna and Katie**
- Vice-President's Report – Joseph Doan
  - o No Report at this time
- Treasurer's Report - Amy Rivera
  - o Waiting for finalized catering plan for Halloween Break in the Day
  - o Discuss remaining budget for Halloween Break in the day
- Parliamentarian Report – Andres Garcia

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- o No report at this time
- Historian Report - Yazmin Diaz
  - o Committee programing, meetings, and announcements to be sent to Yazmin to update on Staff Council Website
    - Examples: Halloween Break in the Day invite, Dorothy Yeater Scholarship Updates
- Secretary Report – Ashleigh Campbell
  - o Please be sure to email [staff.council@tamucc.edu](mailto:staff.council@tamucc.edu) when you need to be absent or are sending a Proxy for the Meetings.
    - Please include the Proxy Name and email when sending for meeting
- Staff Council Committee Reports
  - o Nominations and Elections -**Chair: VP-Joseph Doan**(Kristina, April, Lori)
  - o Communication Committee – **Chair: Secretary- Ashleigh** (Lorena, Kayleigh)
  - o Ad Hoc Bylaws Review Committee – **Chair: Parliamentarian- Andres** (Sarina, Joseph)
    - Inform committee of Ad Hoc Bylaws update on website
  - o Benefits & Employee Development- **Chair: Samuel** (Claudia, Zelda, Christopher, Mary)
  - o University Relations – **Co-Chair: Anna and Katie** (Amber, Lauran, Allison, Donna, Kevin, Yazmin, Amy, Alexis, Kandrea)
    - Halloween Break in the Day Updates
- University Committees Reports
  - o Calendar Committee – Claudia Ayala
  - o Campus Wellness Committee – Mary Mahan
  - o Committee on Committees – Joseph Doan
  - o Environmental Committee – Lorena Newsome
  - o Expressive Activity Committee - Andres Garcia
  - o Faculty Advisory – Joseph Doan
  - o Historically Underutilized Business Comm. – Kayleigh Garcia
  - o Strategic Planning Council – President- Stephaine Long
  - o Student Endowment Scholarship Comm. – Kandy Ortega
  - o Student Success Council – April Jasso
  - o Transportation Advisory Committee - Lauran Guerra
  - o University Safety Committee – Allison Guerra
  - o University Budget Advisory Committee- Treasurer - Amy Rivera
- Liaison Reports (if any)

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- Advisor Update – John LaRue
- HR Update – Casandra Casanova
- Faculty Advisory Update- Scott Johnson
- Past President- Trennon Cavanagh
- Old Business:
  - Fall Potluck- Possibility to change meeting time.
    - December Meeting time has been updated.
  - Domestic Violence Awareness Events- Mary Mahan
  - October 16<sup>th</sup> – Shatter the Silence. Stop the Violence
    - O’Connor Building in Room 135
    - 10:00 AM – 11:00AM
  - October 24<sup>th</sup> – What's your Red Flag Event.
    - East Lawn
    - 11:00 AM – 1:00 PM
  - EPIC Sessions Update from Mary Mahan
  - Staff Council Committees please update your SOPs
    - Nominations & Elections
    - Communication Committee Bylaws
    - Ad Hoc Bylaws Review Committee
    - Benefits & Employee Development
    - University Relations
- New Business:
- Adjourn:
  - \_\_\_\_\_ motioned to approve
  - \_\_\_\_\_ seconded