

Sta Council General Meeting Minutes
Oso 221 -June 12, 2025 - 2:00pm-3:30pm

I. Call to Order:

- 2:07 PM by Stephaine Long

II. Approval of Minutes:

- Ashleigh Campbell motioned to approve
- Mary Mahan seconded.

III. President's Report – Stephaine Long

- Voting of Officers
 - Shay Lee passed out Ballots for Voting
 - Vice President and Historian positions will be emailed to Staff Council Members for nominations.
 - Once those positions receive nominations, ballot voting will take place at in-person meetings.
- Committee Assignments
 - Informed staff council members of committee placements
- Officer Election Results
 - Secretary - Ashleigh Campbell
 - Chair of Communications Committee
 - Treasurer - Amy Rivera
 - Chair of University Advisory Committee
 - Parliamentarian - Andres Garcia
 - Chair of Ad Hoc By-Laws Committee
- Attendance and Proxy Process
 - Proxy
 - If you need a proxy for a meeting, the proxy must be a non-Staff Council Member.
 - If a Proxy is present during voting, they are able to vote in ballots if they choose but are not obligated to.
- Break in Day Event – Shark Week
 - Break in the Day Event for Shark Week- Wednesday July 23 from 11 to 1.
 - University Relations meeting Weekly to plan for Break in the day
 - Shark Week July 20th
 - Passed Around Volunteer Sheet for event.

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- Calling for an MC for the event. Anna W. will find a good MC for the event.
- HRI will be a big part of Shark Week
- Next Break in the Day- Halloween Break in the Day
- New Members Access Updates
 - Stephaine will email out to members, officers and committee list.
 - Shay will be working on updating Teams and I-Engage
 - Shay will be updating SC Website “representatives page”. Please send in Headshot
 - Shay will update I-Engage and invite new members to SC I-Engage Page
 - Stephaine will add new members to Teams Channels for Committees
- Guest Speaker Options
 - Ideas- HR for changes in Workday, UC Dining provided Updates for new amenities and Dining Places, IT came to discuss new updates
 - If you know anyone who would like to come to speak, please contact Stephaine Long.
- Upcoming dates/ meeting times o Upcoming meetings
 - General Meeting
 - Second Thursday of every month Calendar invites.
 - Most meetings will be in UC 320 or UC OSO 221

IV. Vice-President’s Report –

- N/A, election of this position will be held during July general meeting due to no nominations before June meeting.

V. Treasurer’s Report -

- N/A, election of this position was held during this meeting.

VI. Parliamentarian Report -

- N/A, election of this position was done during this meeting.

VII. Historian Report -

- N/A, election of this position will be held during July general meeting due to no nominations before June meeting.

VIII. Secretary Report -

- N/A, election of this position was held during this meeting.

IX. Staff Council Committee Reports

- Nominations and Elections -**Chair: VP-Pending** (Kristina, April, Lori)

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- Communication Committee – **Chair: Secretary- Ashleigh** (Lorena, Kayleigh)
 - Ad Hoc Bylaws Review Committee – **Chair: Parliamentarian- Andres** (Sarina, Joseph)
 - Benefits & Employee Development- **Chair: Samuel** (Claudia, Zelda, Christopher, Mary)
 - University Relations – **Co-Chair: Anna and Katie** (Amber, Lauran, Allison, Donna, Kevin, Yazmin, Amy, Alexis, Kandrea)
- X. University Committees Reports
- Calendar Committee – Claudia Ayala
 - Campus Wellness Committee – Mary Mahan
 - Committee on Committees - Vice President- Pending
 - Environmental Committee – Lorena Newsome
 - Expressive Activity Committee - Andres Garcia
 - Faculty Senate – Vice President- PENDING
 - Historically Underutilized Business Comm. – Kayleigh Garcia
 - Strategic Planning Council – President- Stephaine Long
 - Student Endowment Scholarship Comm. – Joseph Doan
 - Student Success Council – April Jasso
 - Transportation Advisory Committee - Lauran Guerra
 - University Safety Committee – Allison Guerra
 - University Budget Advisory Committee- Treasurer - Amy Rivera
- XI. Liaison Reports (if any)
- Advisor Update – John LaRue, at College Station (Not Present, Update provided by Stephaine Long)
 - Shared storage space for Staff Council/Faculty Senate is currently ongoing.
 - HR Update – Casandra Casanova (Cassandra not Present, Updates provided by Alex Zavala)
 - Performance Review due May 31st
 - All participants will – missed this get with Alex Zavala
 - Employee Betterment Program – EBP can be used for Ma
 - Open enrollment fair- July 10th to July 31st.
 - The Faculty Recruitment and selection manual, Now Available, will be sent out to Campus for all departments and offices to use.
 - Faculty Senate Update- Scott Johnson
 - Last Meeting May 9th, on break over Summer
 - The legislative passed numerous bills (SB 37). Faculty Senate will need to be restructured- January 1st, September 1st (faculty Senate needs to be reorganized by then).

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- Past President- Trennon Cavanagh (Not present)
 - Trennon may serve on the University Relations Committee.

XII. Old Business:

- Vacancies on Staff Council
 - (1) Student Engagement Success
 - (2) Two for President Office
 - (1) Research Innovation
- Summer General Meetings:
- Getting new Staff Council Members settled; committees formed, and officers elected.
- Notification to University Committees of the New Members joining.
 - Inform Kevin Houlihan on Committe assignments

XIII. New Business:

- Inquiry from staff council member on process of providing staff contact details for communication from their representatives.
 - After consultation with advisor John LaRue. Decision = We will stick with the same process and send out a general campus announcement with reps by division. Given the constant changes in staffing and varied org structures, a list given to a representative today might not be correct next week (or even tomorrow).

XIV. Adjourn:

- I. Kristina Messoline motioned to approve
- II. Lauran Guerra seconded

Approved Minutes on July 10th, 2025