

Staff Council General Meeting Minutes
Bayview 320-September 11th - 2:00pm-3:30pm

- Call to Order:
 - 2:02 PM by Stephaine Long
- Approval of Minutes:
 - Joseph Doan motioned to approve
 - Yazmin Diaz seconded
- President's Report – Stephaine Long
- Guest Speakers
 - Gloria Davila, Assistant Director for User Support Services, IT Department Updates
 - Corpus Christi Hall 205 – IT Service Desk Location
 - gloria.davila@tamucc.edu
 - Please email Gloria Davila if you have any questions.
 - Mary Mahan, Compliance Coordinator II - Employee Development & Compliance Services
 - EPIC Professional Development
 - Faculty, Staff, and Students
 - Searching for EPIC Presentations
 - Form to present at EPIC is open until September 19th
https://tamucc.col.qualtrics.com/jfe/form/SV_809KvwryqloEgBg
 - Sign-Up Sheet to Monitor Sessions will be posted later.
- Storage Unit
 - Inventory Plan and Location
 - Opportunity to get a space twice the size for inventory.
 - Amazon Order for FY25 Dollars - Discuss Return of Storage bins
 - Need a large mode of transportation and volunteers to return the Storage Bins, needs to be completed by October 3rd.
 - If able to help, please email staffcouncil@tamucc.edu
 - Trennon and Claudia may have connections for transportation.
 - Coordinating Tasks for University Relations
- Upcoming Meetings
 - October 9th, 2:00PM-3:30PM, UC Bayview 320
 - November 6th, 2:00PM-3:30PM, UC Bayview 320
 - December 11th, 2:00PM-3:30PM, UC Bayview 320
 - January 8th, 2:00PM-3:30PM, UC Bayview 320
 - February 12th, 2:00PM-3:30PM, UC Bayview 320
 - March 19th, 2:00PM-3:30PM, UC Bayview 320

Staff Council General Meeting

Bayview 320-September 11th - 2:00pm-3:30pm

- April 9th, 2:00PM-3:30PM, UC Bayview 320
- May 14th, 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 and Stephanie Long with your absence and if you will be providing a proxy in your place.
- Vice-President's Report – Joseph Doan
 - MS TEAMS General channel file management
 - Reorganized Documents into respective folders.
 - When attaching documents, please ensure files are moved into the appropriate folders for the General TEAMS Channel
- Treasurer's Report - Amy Rivera
 - Name Tags Update – FY26 Dollars
 - Provide update for Name Tag, will be a one-time purchase
 - Amazon Order for FY25 Dollars - Discuss Return of Storage bins
 - Halloween Budget for Break in the Day - 8,000 requested from University Relations
 - Looks like we can make the \$8,000 budget work, will be limited on other events
 - University Relations will send a detailed Catering Bill to Amy Rivera
 - Expenses will need to be specific (classified by event) before submitting them to the Treasurer (Amy)
 - Buy things we can possibly reuse
 - Look through inventory first before buying new items
- Parliamentary Report – Andres Garcia
 - 1st Meeting – Provide updates
 - Proposed amendment changes to ARTICLE X
 - Shorten and polish the last 8 sections and shorten down to 6. Able to combine sections together.
 - Section 1: Criteria for people to follow when proposing a change
 - Reducing required endorsements from five members to two members.
 - Section 2: Submission Process
 - Distribution timeline shortened. Ad-Hoc Bylaws Revision Committee is now required to convene and review submitted amendments within five days of receipt.

Staff Council General Meeting

Bayview 320-September 11th - 2:00pm-3:30pm

- Proposing actions can be taken between meetings, as opposed to being discussed at each meeting.
 - New action items can be voted on at the next official meeting.
 - Section 3: Classification of Proposals
 - Editorial amendments are made after review by the Executive Board.
 - Substantive amendments are distributed to the full council immediately after they have been reviewed by the Bylaws Review Committee. The Council shall have up to five days to review the proposed amendments then cast their vote.
 - Section 4: Special Circumstances
 - If the Amendment is needing an immediate change, Staff Council President, with consultation from Vice-President and Parliamentarian, may directly introduce it on an accelerated timeline for full Council consideration and vote.
 - Section 5: Adoption
 - Section 6: Effective Dates of changes into Bylaws.
 - Discuss process for proposal of change for Bylaws
 - Streamline timeline of proposals and effective dates. Currently it is a two-to-three-month process.
 - Shay Lee recorded votes for Proposed Changes
 - Remote attendance policy review and standards
 - Will begin looking at Remote Policy Reviews
- Historian Report - Yazmin Diaz
 - Updating Website
 - Updating professional pictures on the Staff Council Representatives (website)
 - Please send Professional Portraits of Headshots to Yazmin Diaz. Will be emailing members of
 - Committee Chairs – Kindly send all updated communications intended for the staff council website to the Historian for processing and inclusion.
- Secretary Report – Ashleigh Campbell
 - Attendance is required every month, please see the Staff Council Bylaws for more information.
 - 3 Absence Rule for every Staff Council Member for an entire term.

Staff Council General Meeting

Bayview 320-September 11th - 2:00pm-3:30pm

- Providing a Proxy will not count towards total absence count.
- Staff Council Committee Reports
 - Nominations and Elections – **Chair: VP-Joseph Doan** (Kristina, April, Lori)
 - Revision of Elections Procedure Discussed under Parliamentary Committee
 - Multiple Representatives from the same department
 - Documenting Changes to nominations and elections of SC Members
 - Filling council vacancies
 - Revisit policy for filling vacancies to ensure consistency and to make sure everything is covered.
 - Special Elections Process Update
 - Two open spots in President's Office, will be running a special election to fill those spots.
 - Communication Committee – **Chair: Secretary- Ashleigh** (Lorena, Kayleigh)
 - Will be scheduling a meeting to connect before the end of the month
 - Ad Hoc Bylaws Review Committee – **Chair: Parliamentary- Andres** (Sarina, Joseph)
 - Parliamentary Report
 - Benefits & Employee Development- **Chair: Samuel** (Claudia, Zelda, Christopher, Mary)
 - Fulfilled 5 Scholarships for the Book Scholarship
 - University Relations – **Co-Chair: Anna and Katie** (Amber, Lauran, Allison, Donna, Kevin, Yazmin, Amy, Alexis, Kandrea, Cierrah)
 - Halloween Break in the Day – October 31st 11AM to 1:30PM, Graveyard/Haunted Graveyard Theme
 - Possibly have an \$8,000 Budget
 - Repurpose supplies from last break in the day
 - Pumpkin Carving
 - Costume Contest
 - Marketing Posters, Flyers created in Staff Council- Approved by President's Office
 - Sent out meeting invites to University Relations Committee to begin planning
- University Committees Reports
 - Calendar Committee – Claudia Ayala

Staff Council General Meeting

Bayview 320-September 11th - 2:00pm-3:30pm

- Missy did send updates
 - Academic Calendar PDF will be attached to TEAMS Chat
 - CCISD and TAMUCC Spring Break will be aligned
 - 4 Year Calendar is being aligned with commencement.
 - Meeting September 22nd
- Campus Wellness Committee – Mary Mahan
 - Meeting on September 25th
- Committee on Committees – Joseph Doan
 - Senate Bills
 - Appropriate Content in Courses
 - Revising Parking Appeals
 - Graduate Council is revising their Bylaws
- Environmental Committee – Lorena Newsome
 - Meeting September 25th
- Expressive Activity Committee - Andres Garcia
 - Constitution Date is coming up
 - SB 2972, still being discussed at system level. Looking into how to address the Senate Bill for TAMU-CC. It does affect a few of our activities.
- Faculty Advisory Council – Vice President- Joseph Doan
 - The Senate is now the Faculty Advisory Council. The university is now in the process of this system-required rebranding. If you search for something related to the Senate and come up empty, you will likely need to look for the Faculty Advisory Council.
 - This week, so far one faculty member at A&M College Station and one at Texas State have been fired as the result of political interference and with no due process. These attacks appear to be part of a coordinated campaign of intimidation.
 - Regardless of your take on the politics involved, please be aware that this creates a climate where many faculty are feeling extra stress and exhaustion. If we appear more on edge than usual, it very well may be due to this Texas higher ed climate. We're not intentionally being extra mean or grumpy (I hope)
 - If you have questions or concerns about these things, please feel free to reach out to Speaker Scott Johnson at timothy.johnson@tamucc.edu
- Historically Underutilized Business Comm. – Kayleigh Garcia

Staff Council General Meeting

Bayview 320-September 11th - 2:00pm-3:30pm

- No report at this time
 - Strategic Planning Council –Stephaine Long
 - No report at this time
 - Student Endowment Scholarship Comm. – Kandrea Ortega
 - Meeting April 2026
 - Student Success Council – April Jasso
 - Met on August 25th
 - Retention may take a hard hit this year, high PSA Numbers (PSA Students upon completing requirements will transfer to College Station)
 - Transportation Advisory Committee - Lauran Guerra
 - Meeting Monday September 15th. Discuss Hybrid and General Parking
 - Reviewing Parking Citations
 - University Safety Committee – Allison Guerra
 - Meeting October 1st
 - Warnings will no longer be issued.
 - University Budget Advisory Committee- Treasurer - Amy Rivera
 - No report at this time
- Liaison Reports (if any)
 - HR Update – Casandra Casanova
 - Proxy-
 - Campus announcement, tickets at work. Working Advantage sent to all Faculty, Staff, and Personnel.
 - Past President- Trennon Cavanagh
 - No report at this time
- Old Business:
 - Staff Council Committees should have a standard operating procedure. Follow Up on the standard operating procedures.
 - Template for Standards
 - Will be working on Standard Operating Procedures
- New Business:
 - If you are interested in serving on Islander Lights Committee, please contact Stephaine Long
 - Tickets for Back-in Parking
- Adjourn:
 - Andres Garcia motioned to approve

Staff Council General Meeting
Bayview 320-September 11th - 2:00pm-3:30pm

- Lorena Newsome seconded

Approved Minutes on October 9th, 2025