

Staff Council Meeting Notes 1-12-24

Officially called to order at 1:05 PM

Present: Jerrod Knight, Chris Gage, Hailey Bearden, Jennifer Faunce, Virginia Monk, Sierra Jones, Misty Boyd, Marlena Cameron, Marcia Henderson, Eddie Pinckard, Marcus Hawkins, Jazzmyn Miller, Katelyn Severance

Motion to approve old minutes (December 2023):

Approval of December 2023 minutes - motion approved (Misty) and seconded (Marcia).

Budget Update – Jazmynn Miller

\$18,052.27 – Total FY 24

\$5,070 – expenses

\$12,952.79 – Total available for remainder of FY

Committee Updates:

Committee Action Items

- Recruitment
- Budgets
- Dates for events/activities
- **Advocacy** – Jerrod Knight – still working on recruitment for committee. Has been researching polices, rules, and regulations so that we can do a better job of advocating for Staff Council and staff on campus. Looking to identify gaps in fairness/oversight in application of policies. Dates for committee – right now just looking into getting committee set up.
- **Recognition & Appreciation** – Marlena Cameron
 - 2024 Staff Service Awards & Appreciation Luncheon – April 25th - no additional update. Needs access to Shared Drive so that Marlena can get data from prior recognition events.
- **Fundraising** – Kim Jefferies – had to step away from the meeting. Will provide information through email.
- **Events** – Marcus Hawkins – solidified 4/25/24 for staff recognition banquet. Will be sending Zoom link for his committee members to get the ball rolling on staff events. Looking into delivering hot chocolate to staff. Roll out of Lions series – how to operate Workday efficiently. Wants to set up mixer opportunities for staff. Wants to set up an event calendar that keeps track of staff events throughout the semester. Potentially spearheading Coffee with Council.
- **Elections and Recruiting** – Teddy Walker – Updated provide by Marcus Hawkins. Wants to start a campaign advertising why staff should be on staff council, what changes can be made through Staff Council, etc. Will look at historical data to see what has been done previously and see what if anything can be re-vamped. Wants to also set up a calendar for recruitment events.

Discussion:

- **Ongoing Project Updates**
 - **TAMU System Cohort Update** – Kim

- **Compliance Plan Involvement** – Katelyn – still trying to get a meeting setup with Risk Manager and Environmental Health and Safety Manager. Will have more information once that meeting is set up.
- **Shared Governance** – Katelyn – Initially set up by Dr. Archie. Changing name from Conversation with Compliance to Ask Me Anything.
- **eBikes on Campus** – Misty – if there is a need on campus to provide ebike rack, funds would be provided. There are some considerations like tire width, ADA, etc. Will be meeting with John Harris and Trivinio Posely to look at the existing bike racks and see what needs to be replaced and what can stay. Will work with Procurement to get bids if any need to be replaced.
- **Wellness Council** – Eddie – Has not met with them yet but will provide update once that has occurred.
- **February Meeting** – General Staff Meeting
 - Location booked? Booked NHS 3rd floor balcony for 2/7/2024 at 2 PM.
 - Refreshments? Marcus will investigate what we can offer in the Nursing and Health Sciences building.
 - Handouts? Swag?
 - Chris – send out invitation. Will discuss event promotion ideas with Jerrod. Chris is working on posts/scheduling for Staff Council Facebook.
- **Name tags/Shirt Orders** – Victoria – not present at meeting.
- **Campus Involvement** – Eddie, Jaci, Victoria? – can pull a report to see what events are occurring to the council but have not discussed how to get that information out. May provide to Staff Council only and have Staff Council members disseminate to staff in their department. May want to advertise on our social media – Chris is able to add campus events to our Facebook.
- **Semester parking passes** – Jerrod – Has reached out to James, chair of committee. Looking into possibility of pro-rated parking passes. Waiting for answers to come back from those questions.
- **Staff "Meet a colleague"** – update from Chris – Staff Council page for external site. Wants to be able to utilize advertising people's skills and strengths. For now it will only be Staff Council members but could extend beyond that as staff outside the council become interested. Will send a profile request so that council members can fill it out to complete their profile. Needs back at earliest convenience.
- **Staff Mentoring Program** – Katelyn – has gathered documentation from another university to use as a starting point to begin the program. Includes criteria for people in mentorship roles. Also, includes criteria for mentee. Marcus recommends creating a form to see who would be interested in mentoring, who believes they need a mentor, etc. Jerrod recommends seeing if this other university has templates for us to review and possibly modify to see if we want to pursue this program.
- **Service Project Ideas?** – Operation Blue & Gold (March 23rd) is going on this semester. Recommended by Sierra. We can reach out to Leadership and Engagement to see what we can do to get involved in this event.
- **New Items**
 - Replacing Ben Montgomery – will need to get with Recruitment committee to see about finding a replacement for his position. Marcus will share need to replace Ben with Teddy.

Meeting adjourned at 1:52 PM.