

## Staff Council Meeting Notes 12-6-2023

Officially called to order at 2:05 PM

Present: Kim Jeffries, Jerrod Knight, Chris Gage, Hailey Bearden, Lindsay Svane, Virginia Monk, Sierra Jones, Teddy Walker, Misty Boyd, Victoria Kisluk, Marlena Cameron, Jaci Fulton, Marcia Henderson, Eddie Pinckard, Marcus Hawkins, Mandy Shaw, Ben Montgomery, Jazzmyn Miller

Motion to approve old minutes (October 2023) – motion approved and seconded.

### **Presentation – Carrie Klypchak:**

Investing in Us

Recap of Investing in Us from last year. 253 faculty/staff/alumni registered in Investing in Us to date for Fall 2023. Learned what they need to do on their end on how to make processes easier for other departments. Classes that were most successful embraced active learning styles. Trying to include more of those types of classes. Had readily applicable skills that offered the most learning outcomes for employees enrolled right now.

Future offerings:

8 weeks long and 1.5 hours once a week.

- Promoting Active Learning & Us
- Fostering a Culture of Belonging & Us
- Basics of Creative Cloud & Us
- Personality, Strengths & Us
- Designing Us II
- Leadership, Career & Us: Practical Steps to Individual Leader Development in Higher Education – For Tenured Associate Professors only

Encourages Staff Council to help spread the Word and market classes. Some classes are filling up fast.

### **Budget Update:**

**Holiday Market**– made \$2,768 (does not include all Holiday Market expenses – could change once all those are in). Had a few expenses for the Holiday Market. Total available in budget is currently \$13,478.75.

### **Notes on Holiday Market:**

MarComm is going to get involved a little bit with Holiday Market to help with branding. Had to pay for UPD because of the amount of people at the Rec Center for Holiday Market or possibly amount of cash present at market – haven't had to pay in prior years. Discussing increase in vendor fees for next year.

### **Committee Updates:**

- **Advocacy Committee** – new employees at NEO seem to be very excited about interactions with Staff Council. Have reviewed rules, regulations, and policies.

- **Employee Recognition** – Looking for date in April for the appreciation lunch. Marlena and Marcus will get together and go over documentation in shared drive to see what was done in past years. Major student advising event on 4/4/2024 – do not plan for this date. Thursday seems to be a better day of the week. We need to choose 3 dates so that the conference rooms and Dr. Rudin have a better chance of being available. Discussed 4/18/2024 and 4/25/2024 as viable dates. Plan to have dates ironed out by January meeting.
- **Fundraising** – Hoping to see some extra purchases on online shop. Will be speaking to sponsors for Employee Appreciation Day for luncheon. Extra dollars will help fund extra goodies/surprises for the luncheon.
- **Recruiting** – Not much to report back on. Had some questions to ask the group. Who was on Staff council last year that oversaw elections? Most of the processes should be documented in shared drive. When were elections, late spring? Yes, they were late spring. Need to plan for time to nominate, go over nominations, voting, etc. May want to do some kind of survey or something to measure recruitment - are we getting enough people nominated/a varied group of people nominated, is our marketing effective, etc.
- Will update shared governance and compliance at next meeting.
- **Wellness** – Currently use Well on Target. May want to investigate other resources.
- **Updates on name tags/shirts** – will be provided by the end of the week.

#### **General Housekeeping:**

TAMUS cohort meeting minutes are in the shared drive. Have discussed what others are doing for fundraising, staff emergency funds, employee wellness, possible grant funds for employee wellness, newsletters, staff support – things that add value to staff experience not just current compensation/benefits, like a new home buyer program.

Update on E-bikes and need for racks from Misty Boyd. Talked with Tina Livingston and it seems like purchase of racks might be possible. Will need examples so that quotes from procurement hub can be obtained. Will need university policy for micro mobility devices, like e-bikes. Sending link to System policy to John Harris to see if the policy meets needs for university.

**General Staff meeting** – talked about possibly combining with Spring Assembly at officers meeting. Won't be our best option since Cocoa and Cocktails will also be combined with Spring Assembly. What are everyone's thoughts for General Staff meeting? Suggested to move to February (2/7/2024)– gets us passed the first of the semester, allows for time for marketing event, and allows for opportunity to set up mechanism to have questions asked prior to meeting so that answers can be researched and then provided that day. Suggestions on location – Nursing Building recommended. Events committee was asked to investigate providing refreshments for meeting.

Semester parking pass – pro-rated pass already exists for employees starting in spring semester/summer semesters. May have precedence for those employees like adjunct who are only here for one semester like fall semester only. Will need to ask more questions about the viability of that.

Bio/Q&A page on website – looking to update website with helpful skills since not everyone has access to run Workday reports to get information. What kinds of questions would we want to ask? What do we want people to know about us. Provides opportunity for updated headshots. Headshots can be scheduled through tamuc.edu/smile. Include committee assignments in bio.

Counseling services for staff – Express Scripts has mental health services programs.

Service projects – are there any campus or community service projects we are interested in? Are there any coming up? Suggested – we used to have Eco Lions – may want to think about cleaning up on campus. Like cleaning up the lake?

Anniversary cards – do we want to still hand those out? We have already spent the money on cards and need to use what we have. Will discuss what to do once those have been used up.

Goals 2023/2024 – no new goals added since last meeting.

Meeting adjourned at 3:51 PM.