

Staff Council Meeting Notes 5-1-24

Officially called to order at 2:03 PM

Present: Kim Jefferies, Hailey Bearden, Mandy Shaw, Marlena Cameron, Virginia Monk, Misty Boyd, Lindsay Svane, Eddie Pinckard, Marcia Henderson, Katelyn Severance, Victoria Kisluk, Jazmynn Miller, Marcus Hawkins, Chris Gage

Guest Speakers:

NA

Motion to approve old minutes (April 2024):

Will send out motion to approve last month's minutes early next week since meeting minutes went out this afternoon.

Budget Update – Jazmynn Miller

\$18,052.27 – Total FY 24

\$10,342.78 – expenses

\$28.83 – Credit Card Expenses

\$7,680.66 – Total available for remainder of FY 24

Approval given on snacks for Professional Development Day

Budget approval: Katelyn motioned to approve. Chris seconded.

Committee Updates:

- **Advocacy** – Jerrod Knight – not able to attend this month's meeting. Need to get a calendar put together with remaining events
- **Recognition & Appreciation** – Sierra Jones
 - Staff Council Appreciation event – one of our largest awarding years/attended years. Had approximately 40, five-year awards. Had 2 individuals that notified Sierra about missing an award. Looks like it should have been awarded in a prior year. Giving them the option to order and receive it personally or wait until next year so they can receive it publicly. Will work on the data and getting notifications out earlier for next year so that we have a better list of employees receiving awards. Discussing cutting off RSVP's a little earlier and making it a little stricter.
 - Do we want to go ahead and set a date for next year? Discussed moving to fall instead of spring – spring seems to be more appropriate and maybe moving up to March or early April.
 - What improvements can we make to increase engagement/general feeling of appreciation?
 - Name the event something fun?
 - Door prizes to add to a general staff appreciation?
 - Keynote speaker?
 - Staff Council MVP award?

- **Fundraising** – Kim Jefferies – need to set prices. Committee will meet next week to discuss.
- **Events** - Marcus Hawkins – Need to get a calendar put together with remaining events and get messaging out to staff about events. Need to get committee engaged.
- **Elections and Recruiting** – Teddy Walker (not present)
 - Four positions to fill before next month’s meeting, Benjamin Montgomery, Tonya Yeager, Jaci Fulton, and Jazzmyn Miller.
 - Requesting volunteer from Elections and Recruitment committee to search through the nominations from this year to find replacements.
 - Jerrod volunteered to help with this. If not able to work on this, Kim will help with this.
 - Need to discuss replacing Jazmynn (Treasurer). Marcia volunteered to be the Treasurer. Approved. Chris will update the website with Marcia’s information early next week.
- **Compliance** – Katelyn Severance
 - Title IX updates from Dept. of Education. System guidance will be coming. Training will be available through our Compliance Office (general) and A&M System Office (Title IX team members).
 - SB17 field work is complete as of yesterday. Phase II now starting. Will be under State audit next.
- **Campus Involvement** – Kim Jefferies
 - Continue to provide updates on opportunities around campus where we can be involved.

Discussion:

- **Ongoing Project Updates**
 - **Reserved spaces in front of the Art building on University Drive** - Originally reserved for people that worked out at the farm. No longer used that way. There is a new plan being discussed about reserved parking spots, etc. Nothing specifically in the works yet.
 - **eBikes on Campus** – Purchasing is currently looking at bids on wider bike racks. No other updates at this time.
 - **Wellness Council** – No updates
 - **Name tags/Shirt Orders** – Sent email this morning to Kim. Needs to get sizes or make decision on whether we want to pursue shirt/jacket orders with 3 months left. What timing do we need to use to have these items available at the start of the new term? Decision made to put shirts on the backburner. Need to focus on more important issues.
 - **Staff Mentoring Program** – Katelyn – Received 20 responses for the Mentoring program survey. Will be having a first meeting (scheduled for 5/23/24) to get the logistics for the program up and going. Received lots of good feedback from the survey.
- **New Items**
 - Do we need to review attendance policy and edit it to try and get better participation? Do we need to restructure our meetings? Suggestion – 1 hour for the whole council per month and 1 hour per committees per month, instead of 2 hours for one meeting per month. Recommended that we post our suggestions for meetings in the group Teams so that we have a firmer idea of attendance policy going forward.

Meeting adjourned at 3:08 PM.