

Staff Council General Meeting Minutes
Sam Houston State University
February 12, 2020

I. Call To Order

Natalie Payne called the meeting to order at 1:31pm.

II. Reading/Approval of Minutes – Natalie Payne

The November meeting minutes were emailed to members on November 27th. No corrections to the minutes were received. A motion to approve the minutes was made by Jerrell Sherman and seconded by Joe Agins. All members were in favor and none opposed. Minutes were approved.

III. Treasurers Report – Rachel Bubela

Rachel Bubela submitted the following balances:

- PDC: \$6,000
- Friends of Staff Council: \$4,134.23
- E-board: \$830.00
- Staff Development: \$370.00
- Nomination and Elections: \$50.00
- Special Events: \$874.50
- News and Networking: \$150.00
- Staff Affairs: \$0.00

A motion to approve the Treasurer's Report was made by Benjamin Cantu and seconded by Jerrell Sherman. All members were in favor and none opposed. Treasurer's Report was approved.

IV. Chairs Report – Natalie Payne

Natalie reported that she recently met with Dr. Hernandez to discuss events, updates and goal progress. Dr. Hernandez was very pleased with our progress. He mentioned that the reorganization within the University, should be complete. This will allow us to secure accurate numbers from HR for the upcoming elections. He asked that we please communicate to staff across campus the update to the Wellness policy. He also encouraged us to continue promotion of Student Worker Employment Appreciation, as well as a new initiative to recognize Custodial and Grounds. If anyone knows of another staff group, that should be recognized, please let Natalie know.

V. Committee Reports

News and Networking: Joseph Agins

Joe stated that his team (Dustin Thornton) continues to update the website. The next Spotlight on Staff honorees are Kyley Houck for January and Nicole Holland for February. Specific details will be forwarded via email. Joe also stated that nominations are getting a bit thin and asked members to please submit suggestions for more nominations.

Nominations and Elections: Megan Hobbs-Barrett

Megan reported that her committee met to finalize the upcoming elections schedule. Also, tasks were assigned to committee members. The committee will be meeting once a month to facilitate the elections.

Special Events: Benjamin Cantu

Benji reminded everyone about the upcoming Spring Social on April 17, from 3-5 in the Kat Klub. More details will be sent via mass email as the event gets closer. The committee will be meeting next week to discuss an additional trivia event.

Staff Development: Haley Rothrock

Nikki Stifflemire reported on PDC, registration is open for the March 10 event. A reminder email will be sent on February 17 and a final registration email will be sent on March 3. Volunteer sign-up sheets will be sent around for Moderators and day of volunteers.

Staff Affairs: Dana Van De Walker

Natalie Payne reported on behalf of Dana Van De Walker, no updates at this time.

VI. Old Business: Updates, Discussion, or Action

No old business was presented.

VII. New Business: Updates, Discussion, or Action

Natalie reported on the upcoming Family Photo Day, which is free to all faculty and staff, scheduled for April 18, bad weather day is set for April 25. There should be an email going out in the upcoming weeks from Student Affairs looking for photography volunteers to work the event. Staff Council is being asked to provide volunteers to help photographers and assist participants during this event. A volunteer sign-up sheet will be emailed out as the event gets a little closer.

Megan Richardson reported that Wellness policy updates includes two and half hours per week of wellness release time, which extends beyond physical. Also, the policy no longer requires you to use on campus facilities. On June 5 from 8-5 there will be a Mental Health first aid class, held on campus for \$25.00, limited space available. The training is intended to help you understand the signs and symptoms of mental health, also policy and procedure, and resources that are available to these persons.

Evan Anderson reported that the Sustainability committee has received funding to purchase three (3) solar powered chargers (devices and phones) that will be placed around campus. They are also looking to do a single use outreach for breakrooms across campus, eliminate single use items such as utensils and disposable products. The committee is also planning to meet to discuss upcoming Earth Day activities.

Divisional Reports:

None.

VIII. Upcoming Events

Next Staff Council Meeting – April 8th – *March meeting was cancelled due to PDC conference*

IX. Adjournment

Meeting was adjourned.

Minutes submitted by: Megan Hobbs-Barrett on 02/13/2020