

Staff Council Meeting Minutes
Sam Houston State University
June 12, 2019

I. Call To Order

Megan Hobbs-Barrett called the meeting to order at 1:33pm.

II. Reading/Approval of Minutes – Megan Hobbs-Barrett

On May 16th, the April meeting minutes were emailed to all Staff Council representatives by Jennifer Alexander. When asked if there were any changes that needed to be made, no changes were requested. A motion to approve May's minutes was made by Dawn Caplinger and seconded by Justin Ball. All members were in favor and none opposed. Minutes approved.

III. Treasurers Report – Carolyn Tucker

Carolyn Tucker submitted the following balances:

- E-board: \$356.65
- Friends of Staff Council: \$3,769.23
- Professional Development: \$.72
- Staff Development: \$85.67
- Nomination and Elections: \$50.00
- Special Events: \$644.53
- News and Networking: \$12.56
- Staff Affairs: \$0.00

A motion to approve the May treasurer's report was made by Angela Whitlock and seconded by Westley Bachmeyer. All members were in favor and none opposed. Treasurer's Report approved.

IV. Chairs Reports – Megan Hobbs-Barrett

Impact Committee- Did not meet in May

Academic Calendar – Did not meet in May

Staff Excellence Award Committee- Recipients were notified and published in Today@ Sam article. Congratulations to Michelle Plitt, Communications Studies, Peter Grivich, Museum, Ava Fujimoto- Strait, Department of Geography & Geology, and Chelsea Smith, Dean of Students Office.

Meeting – Megan Hobbs-Barrett and Natalie Payne will meet with Dr. Hernandez in July to give final report on staff council and passing the baton to Natalie Payne as chair.

V. Committee Reports

News and Networking: Craig Jeffries

June's spotlight on staff winner is Tina Hammond from the University Hotel. Committee members will be presenting Tina the award immediately following today's staff council meeting.

Nominations and Elections: Megan Hobbs-Barrett

Megan reported on behalf of Melissa, that the elections were complete. All nominees would be notified via email of the results of the election.

Special Events: Rachel Bubela

The Spring Social was attended by 64 persons that swiped in, low attendance may have been due to other activities going on at the same time. Committee will review date choice in the future. Those that attended had a lot of fun.

Staff Development: Dawn Caplinger

No update at this time.

Professional Development Conference:

No updates.

Staff Affairs: Justin Ball

The end of the year survey is set to go out on Monday, June 17 and will remain open until June 28. A reminder is set to go out on June 26. This survey helps Staff Council plan programming and goal setting for the upcoming year.

VI. Ad Hoc Committee Reports

Sustainability Committee:

No report.

Calendar: Megan Hobbs-Barrett

No report.

Wellness Program Committee: No report.

Natalie Payne spoke to Members present about nominations for our current Ad-hoc committees, Sustainability and Wellness. Neither current representative was present to verify if they would like to continue to serve in this capacity for the 2019-2020 year. Natalie will reach out to each individually. Rebecca Lewis showed interest in the Wellness Committee, in the event Donna was unable to serve.

VII. Old Business: Updates, Discussion, or Action

Textbook Award –

Megan thanked the Council for everyone's hardwork on the Textbook award documents, it took everyone's efforts to get documents created that effectively communicated our goal of helping staff on campus further their education. Quorum was present for a vote. Angela Whitlock made a motion to vote on the implementation of the Staff Council Textbook Award as outlined in the documents created and submitted to the Council for approval. Justin Ball seconded the motion. All in favor, stated aye. None opposed. Ayes won. Motion carried.

No old business was presented.

VIII. New Business: Updates, Discussion, or Action

Officer Elections:

According to the Bylaws Megan conducted the officer elections.

For Chair-Elect, Justin Ball was nominated. Megan requested further nominations from the floor. None were presented, the nominations for Chair- elect were closed.

For Treasurer, Rachel Bubela was nominated. Megan requested further nominations from the floor. None were presented, the nominations for Treasurer were closed.

For Secretary, Kristin Ware was nominated. Megan requested further nominations from the floor. None were presented, the nominations for Secretary were closed.

Since only single candidates were nominated for each position, Megan asked the Council if anyone had an objection to a voice vote, none were presented. Quorum was present for a vote.

Megan asked members present, All those in favor of Justin Ball to serve as Chair-Elect, All in favor, stated aye. None opposed. Justin Ball was voted Chair- Elect.

Megan asked members present, All those in favor of Rachel Bubela to serve as Treasurer, All in favor, stated aye. None opposed. Rachel Bubela was voted Treasurer.

Megan asked members present, All those in favor of Kristin Ware to serve as Secretary, All in favor, stated aye. None opposed. Kristin Ware was voted Secretary.

Elections were concluded.

Natalie brought up a concern from MarCom about the use of glitter, smoke bombs and other items that are not environmentally friendly on campus. Earlier this year, MarCom started a *Glitter is Litter* initiative to make campus aware of the negative effects of leaving glitter on campus to the plants and animals. It has come to their attention that smoke bombs are being used, these leave a residue on the ground after use. The clean-up is causing unnecessary work for grounds and is defacing University

property. As Staff Council, we should be aware of the harmful effects of littering or defacing property for pictures on campus. Alternatives to such are flowers, leaves, or bubbles.

Divisional Updates:

Carolyn Tucker reminded members about Raven Rep's upcoming summer performances. To see a complete list of shows check out the COFAMC website www.shsu.edu/cofamc

Kim Johnson updated members on the Common Reader Author, Tara Wessover, will be on campus September 25 for a Q & A in AB4 202.

No additional new business was presented.

IX. Upcoming/Future Events

Spotlight on Staff –Immediately following the meeting – Tina Hammond –University Hotel

Staff Council Retreat, July 10th – 9am Walker Education Center

Next general Staff Council Meeting – August 14th @ 1:30pm

X. Adjournment

Rebecca Lewis made a motion to adjourn the meeting, and Kim Johnson seconded. Meeting was adjourned.

Minutes submitted by: Jennifer Alexander