

Staff Council Meeting Minutes
Sam Houston State University
January 10, 2018

I. Call To Order

Melissa Fadler called the meeting to order at 1:30 pm

II. Reading/Approval of Minutes – David Arriola

On January 4^h, the December 13th meeting minutes were emailed to all Staff Council representatives by David Arriola. When asked if there were any changes that needed to be made, no changes were requested. A motion to approve November's minutes was made by David Cummings and seconded by Natalie Payne. All members were in favor and none opposed. Minutes approved.

III. Treasurers Report – Rhonda Reddoch

Rhonda Reddoch submitted the following balances:

- E-board: \$480.00
- Friends of Staff Council: \$2835.47
- Professional Development: \$6,000.00
- Staff Development: \$147.16
- Nomination and Elections: \$50.00
- Special Events: \$1,358.85
- News and Networking: \$150.00
- Staff Affairs: \$0.00

IV. Guest Speaker – Jordan Chang & Heather Varela

Jordan Chang, Assistant Director for the Center of Diversity & Intercultural Affairs and Heather Varela, Human Resources Diversity Coordinator, spoke to members of Staff Council about the upcoming Diversity Leadership Conference. The Conference is entering its 14th year, and will be held on February 23 – 24. It will host attendees from Universities and communities from around the state. The Diversity conference is student run and will feature three keynote speakers, Jackie Cruz, Jeremy Wallace, and Dr. Morton. The conference will feature a multitude of workshops on Saturday the 24th in different topics such as, student affairs, racial injustices, macroaggressions, and stereotypes, to name a few. Student Activities has made an effort to encourage more faculty and staff to attend the event, and those in attendance will receive credit in Talent Management. The conference is free of charge to students, staff, faculty and other attendees. Members registering the day of the conference however, will be charged 25 dollars.

V. Chairs Reports – Melissa Fadler

Melissa welcomed our newest Staff Council member Amanda Coleman, who will be replacing Derrick Alexander in the Division of University Advancement. Melissa is still currently awaiting to meet with representatives from ACE for upcoming service opportunities and a Staff Council subcommittee. Emails were sent out earlier this week for SHSU staff members to participate in a HR focus group to improve HR processes. AVP of Human Resources, David Hammonds, has invited members of Staff Council to attend a private focus group session Tuesday January 23rd from 9-10am in Thomason room 107. All available members are encouraged to attend. Additionally, Melissa reminded Staff Council Members to be mindful of the cold season and to protect themselves from getting sick.

VI. Committee Reports

News and Networking: Deanna Briones

The Professional Development Conference email was sent out yesterday to all staff members. The next Spotlight on staff has been postponed until next Tuesday at 11:00am to present Angela Buckner as our January recipient.

Nominations and Elections: Melissa Fadler

Melissa delivered the Nominations & Elections update in Pam Laughlin's absence

Elections will begin next month.

Special Events: Melissa Fadler

Melissa delivered the Special Events update in Megan Foley's absence. Staff Council members were asked who would be able to participate in this year's March of Dimes. Due to a lack of available members, Staff Council will not participate in this year's March of Dimes.

Staff Development: Dawn Caplinger

No Update.

Professional Development Conference: Rebecca Gay

T.J. Bittick granted four members of the PDC committee access to Talent Management to prepare them to assist with registration. The committee will be meeting in 2 weeks to finalize rooms, food, and any remaining items to prepare for the PDC.

Rebecca passed around a signup sheet for members to volunteer to help assist with the event.

Staff Affairs: Natalie Payne

No Update.

Natalie passed around the New Employee Welcome sign up sheet.

VII. Ad Hoc Committee Reports

Safety Committee: Melissa Fadler

The committee met in December and discussed ongoing campus safety concerns to include the campus smoking policy. Melissa will provide a more detailed update when it is available.

The student government Association and staff members conducted their annual safety walk in the evening to identify areas of concern on campus. David will scan and email out the final copy of their report to members of Staff Council.

Sustainability Committee: Kerry Arnold

No report.

Calendar: Melissa Fadler

No report.

Staff Excellence Committee: Melissa Fadler

Members are encouraged to begin thinking about nominations for this year's Staff Excellence awards. Two non-exempt and two exempt staff members will be chosen and awarded.

Parking and Transportation Committee: David Cummings and Justin Ball

No report.

Wellness Program Committee: Donna Gilbert

No report.

Campus Art Review Committee: Deanna Briones

Deanna Briones was nominated and elected to replace Derrick Alexander on the committee.

VIII. Old Business: Updates, Discussion, or Action

Annual Fund Contributions: Megan Hobbs-Barrett

Megan informed members that Staff Council's contributions are up to 90% overall.

Student Staff Appreciation Week: Melissa Fadler

No Update.

IX. New Business: Updates, Discussion, or Action

Nominations and Elections: Melissa Fadler

No Update

Campus Maps: David Cummings

It was brought to David's attention the lack of an updated campus maps. Melissa will add this item to her agenda and bring it up to the appropriate parties.

X. Upcoming/Future Events

Spotlight on Staff – January 16 at 11am

Next Council Meeting – February 14

XI. Adjournment

Rhonda Reddoch motioned to adjourn the meeting and Ryan Carroll seconded.
Meeting was adjourned.

Minutes submitted by: David Arriola