

***Staff Council General Meeting Minutes***  
***Sam Houston State University***  
***October 14, 2020***

**I. Call To Order**

Justin Ball called the meeting to order at 1:31pm.

**II. Reading/Approval of Minutes – Kristin Ware**

The September meeting minutes were emailed to members on September 20. No corrections to the minutes were received. A motion to approve the minutes was made by Jerrell Sherman and seconded by Natalie Payne. All members were in favor and none opposed. Minutes were approved.

**III. Treasurers Report – Rachel Bubela**

Rachel Bubela submitted the following balances:

- PDC: \$6,000.00
- Friends of Staff Council: \$4,366.73
- E-board: \$830.00
- Staff Development: \$370.00
- Nomination and Elections: \$50.00
- Special Events: \$5,350.00
- News and Networking: \$150.00
- Staff Affairs: \$0.00

**IV. Chairs Report – Justin Ball**

Justin reported that Dr. White was very impressed by all who attended the luncheon. She offered her support for Staff Council and our endeavors. Justin also met with Dr. Miller to discuss the People & Pets Food Drive as well as creating a new leave policy for staff and faculty.

**V. Committee Reports**

News and Networking: Jerrell Sherman

Jerrell reported that we had received nearly 40 submissions for Spotlight on Staff. The September winner is Isaac Moen (2:30pm, October 15<sup>th</sup> in Thomason) and the October winner is Steve Jeter (2:30pm, today at HPD). In compliance with current guidelines, a maximum of four people will present the awards. Jerrell stated that there is still a need for items for spotlight baskets and asked for donations.

Nominations and Elections: Natalie Payne

Natalie noted that Scott Dietrich is now joining us. Welcome Scott! He is taking the position vacated by Kyle Barnard.

Special Events: Maggie Odom & Shelly Nettuno

Maggie reminded everyone that the Spooktacular Breakfast is scheduled for Friday, October 30<sup>th</sup>, 8:30-10:00am in the LSC's Orange Ballroom. The in-person event was approved for a maximum of 140 attendees. Anyone wishing to attend in person will need to register in advance. There is also a virtual option available. A big thank you to Tiffany for her help with the registration form and to Jerrell for help with the invitations and marketing. Non-perishable items for the Food Pantry and toys and books for the SAAFE House will be collected at the event. Maggie is currently finalizing the menu with Aramark. There will be contests for costumes as well as pumpkin carving and decorating, both in-person and virtual, with winners announced for both. Kim Johnson was contacted to take photos and a request for an appearance by Sammy was made. Benji will emcee.

Staff Development: Haley Rothrock & Nikki Stifflemire

Haley reported that our Hot Topic event went really well, with an exceptional turnout of nearly 80 attendees, the largest turnout we've had for Hot Topics. The next event will be virtual also and held in November just prior to Thanksgiving. Nikki reported that the approval for PDC was submitted to the President. The next cabinet meeting is scheduled for 10/19. The theme of this year's PDC is Recharging 2021: Finding the Positive within the Negative.

Staff Affairs: Tiffany Driver

Tiffany reported that she is waiting for Faculty Senate to reach out to her regarding the leave policy.

**VI. Old Business: Updates, Discussion, or Action**

The People & Pets Food Drive will be expanded this year to include clothing donations. Justin will set a date and distribute to members.

**VII. New Business: Updates, Discussion, or Action**

Dr. Kristy Vienne joined us as a guest speaker to discuss the new Bearkat Bundle program. Designed to curb textbook costs, the program starts Spring 2021 and provides all course materials to students for a flat fee. Student accounts will be charged in order to avoid costs being applied to financial aid. This program applies to all current undergraduate programs, regardless of financial aid, for new items as well as rentals. It may be expanded to graduate programs if enough favorable feedback is received. One of the great aspects about this program is that students can have their textbooks for the first day of class; like tuition too, it can be paid for on a payment plan. Students can opt-in or opt-out each semester but they can either be all in or all out. They have until the 12<sup>th</sup> class day to opt out. Items included are ebooks,

textbooks, access codes and unique manuals. Lab goggles, dissection and nursing kits are not included at this time. Access codes will be loaded directly into Blackboard with items being shipped or picked up about a week prior to the start of the semester. Costs range depending on credit hours: \$285/12hrs, \$356.25/15hrs, \$427.50/18hrs with a per credit hour fee of \$23.75. Any questions can be directed to [bearkatbundle@shsu.edu](mailto:bearkatbundle@shsu.edu). The focus groups thus far have been favorable, but they look forward to hearing feedback from users in the Spring.

A leave donation policy is currently in the works as a collaborative effort between Staff Council and Faculty Senate. We are hoping to create a new policy to present to the administration.

Updates were made to the Staff Council Scholarship, formerly known as the Textbook Scholarship. It will be applied to tuition and fees, rather than textbooks.

Staff Council was recently contacted to see if we could do anything about the abandoned or unclaimed items left by students. We will discuss further at a future meeting.

**Divisional Reports:**

None.

**VIII. Upcoming Events**

Spooktacular – October 30<sup>th</sup>, 8:30-10:30am

Next General Staff Council Meeting – November 11<sup>th</sup>, 1:30pm

People & Pets Food Drive – November 19<sup>th</sup>, 10am-2pm in LSC Mall

**IX. Adjournment**

Meeting was adjourned.

Minutes submitted by: Kristin Ware on 11/3/2020