

Staff Council General Meeting Minutes
Sam Houston State University
April 14, 2021

I. Call To Order

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

II. Reading/Approval of Minutes – Kristin Ware

The March meeting minutes were emailed to members on March 29th. No corrections to the minutes were received. A motion to approve the minutes was made by Maggie Odom and seconded by Megan St. Vigne. All members were in favor and none opposed. Minutes were approved.

III. Treasurers Report – Rachel Bubela

Rachel submitted the following balances:

- PDC: \$1220.18
- Friends of Staff Council: \$4,666.73
- E-board: \$830.00
- Staff Development: \$370.00
- Nomination and Elections: \$50.00
- Special Events: \$2,574.27
- News and Networking: \$5.48
- Staff Affairs: \$0.00

We are currently receiving \$40.00 per month in payroll deduction donations for Friends of Staff Council. A motion to approve the minutes was made by Natalie Payne and seconded by Megan St. Vigne. All members were in favor and none opposed. Minutes were approved.

IV. Chairs Report – Justin Ball

Justin met with Dr. White and reported that the Professional Development Conference went very well. They discussed the search for the new Provost and Justin mentioned that the final 6 interviews will be available to watch in an open forum. It is anticipated that a new Provost will be selected in early May with a boots-on-the-ground arrival date of mid-June. Dr. White encouraged us to find ways to increase staff participation at university events. She appears to be very supportive of staff and Staff Council. She would like us to plan something special for Staff Appreciation Day which we will discuss further in New Business.

V. Committee Reports

News and Networking: Jerrell Sherman

Jerrell reported that the April winner for Spotlight on Staff is Breanna Provost from Student Activities (details pending).

Nominations and Elections: Natalie Payne

Natalie reported that the email seeking nominations for Staff Council representatives will go out soon; nominations will close on April 30th. Her committee will reach out to the nominees to confirm their desire to serve.

Special Events: Maggie Odom & Shelly Nettuno

Maggie reported that we received permission to move forward with our spring grab-and-go event. Her committee will meet next week to finalize details. They plan to have a summer theme with cold refreshments. Shelly reported that she is currently working on some fun ideas for drawings for basket giveaways. The committee will look into ways to include staff members who work off-campus.

Staff Development: Haley Rothrock & Nikki Stifflemire

Nikki reported that they are finalizing plans for the next Hot Topics and shooting for late May. The total attendance for PDC was 283, up from our usual 160. Individual sessions usually have roughly 60-70 participants. This year, the individual sessions stood at:

Keynote - 186, 1st Session - 188, 2nd Session - 207, 3rd Session - 167

4th Session IT - 89, 4th session QPR - 27

Staff Affairs: Tiffany Driver

Justin reported that there was nothing to report at this time. Justin and Tiffany are meeting to discuss the leave policy.

VI. Old Business: Updates, Discussion, or Action

There was no old business to discuss.

VII. New Business: Updates, Discussion, or Action

Kristin reported that E-board discussed the annual summer retreat and would like to move forward with an in-person event.

Justin requested suggestions for Staff Appreciation Day such as a cookoff between divisions. Questions were raised concerning how individuals would pay for their entries, also where would the event take place and when (during work hours/on campus). Other suggestions included bowling and kickball. Justin requested that suggestions be sent to him by the end of the month.

Justin recommended that we temporarily table the Ombudsperson Discussion until we receive further details. As it stands, this position would be a faculty member whom staff could go to in order to express their concerns.

Justin opened the floor for Open Discussion.

Natalie reminded members that the email transfer to the Cloud is coming. They started with students and faculty/staff will be next, by division:

May 24, 2021 – Academic Affairs

June 1, 2021 – President's Office, Texas State University System (TSUS), University Advancement, Athletics

June 3, 2021 – Enrollment Management and Student Affairs

June 7, 2021 – Finance and Operations

Megan reported that the Student Health Center has currently put the J&J vaccinations on hold per CDC guidelines. The SHC will be reaching out to individuals with existing appointments.

Divisional Reports:

None.

VIII. Upcoming Events

Next General Staff Council Meeting – May 12th, 1:30pm

IX. Adjournment

Meeting was adjourned.

Minutes submitted by: Kristin Ware on 4/28/2021