Staff Council
Official Minutes
April 22, 2014

Members Present: Ana Billeaux, Dennis Coplen, Meredith Coplen, Carrie Coursey, Rachel Cox, Gloria Davila, Shawn Elizondo, Kathryn Funk Baxter (Advisor), Cindy Hanson, Sara Lopez, Craig McNeill, Betty Mounts, Gaylen Nuckols, Jonathan Payne, Elizabeth Perez, John Regalado, Rick Reyes, Leslee Schauer, Marilyn Spencer (Ex-Officio), Ralph McFarland (Proxy for Jacqueline Hamilton)

Members Absent: Stephanie Arevalo, Korinne Coruso, Debra Cortinas (Ex-Officio), Debra Redix, Jacqueline Hamilton, Ruben Reyes, Nora Sai

Guests Present: April Jasso, Cynthia Peralta and Laura Molina-Guzman

I. Call to Order
The meeting of the 2013-2014 Staff Council was called to order by President Leslee Schauer at 3:05 PM.

Guest Speaker: Sherri Hilliard, Project Coordinator-SSC
Subject: History of Construction at the University
Overview: - $7.2 million construction of Dining Hall, which will seat 400 to be open fall 2014.
- $21.9 million renovation of University Center, to be complete 4/2015
- Innovation Center in Flour Bluff renovation
- Additional projects have included work in Faculty Center, Conrad Blucher, Bell Library, Center for the Arts re-roofing
- Upcoming potential projects include: Housing on Momentum Campus, an additional Parking Garage
- New Building funding requests to Legislature include buildings for Research, Engineering, Arts and Media and Library Expansion.

II. Vice-President’s Report — Sara Lopez- She will be researching the viability of starting a yearly tribute to deceased staff members.
- Lopez makes the suggestion that the receipt book be kept with the Faculty Senate/Staff Council Secretary in order to simplify process. Elizondo offered the information that IDT’s for Admin. Professional gifts are accepted.

III. President’s Report - Leslee Schauer –
- Employee Development – A survey was sent out to some of the staff regarding future staff developments. If you received one, please take the time to fill it out.
- Retreat – A Doodle to solidify date in August will be sent soon, please respond as soon as you can. Send ideas for the retreat to staff council email address and it will be discussed at the next Executive Board meeting. Plan on a ½ a day. She may try to purchase Staff Council shirts to give away at the retreat.
- Bylaws – Meeting this week to create format for review. The plan is to review and vote in June. Please send a proxy if you cannot attend the next two Staff Council meetings.
- The Administrative Professional event went very well. We had 37 participants.
IV. **Treasurer’s Report**
- Staff Council - $10,053.43
- Campus Events - $7,502.75
- Dorothy Yeater Scholarship - $3,199.08
- Ink Cartridges - $563.90
- SAC Gifts - $1076.00

Motion was made by Craig McNeill and seconded by J.P. Regalado to accept the Treasurer’s report as written.

V. **Historian’s Report**
- No report

VI. **Approval of Minutes**
- March minutes were sent to Council for review on March 28, 2014. Motion was made by Craig McNeill and seconded by Cindy Hanson to accept the minutes of March 25, 2014 with noted corrections.

VII. **Old Business**
- No old business reported.

VIII. **Committee Reports**
- Benefits and Employee Development – JP Regalado – Staff Development this year has a working title of “Civil Rights - the next 50 years,” and will be on May 28th. The proposal deadline to present has passed, registration should open soon.

- By laws and Constitution – Ruben Reyes (Absent)
  o Schauer reminded Council that we will address Bylaws in the next meeting.

- Nominations and Elections – Dennis Coplen
  o Cortinas is compiling the list of eligible staff-should be completed soon. Payne will be working on the list once complied.

- University Relations – Gloria Davila
  o 4/21 was the celebration for Administrative Professionals-kudos from Schauer to the entire committee for a successful event.
  o 5/21 is the date for “Break in the Day”. There will be activities, snacks drinks and Massage Envy will be providing massages and facials as well. Still need suggestions and ideas for door prizes.

- Dorothy Yeater – Shawn Elizondo- They sold 75 Administrative Professional goody buckets sold and they are already put together. They will be delivered tomorrow starting at 10 a.m. and she hopes to have them all out by noon. If you would like to pick some up and help, she’s in O’Connor 328 and she’ll have a box for you.

- Employee Excellence – Sara Lopez- There were 16 nominations total. Trophies will be picked up this week and given at the Islander Awards ceremony on Friday. Please wear name tags for awards ceremony.
IX. University Committee Reports

- Calendar Committee –Leslee Schauer
  o No report
- Committees on Committees – Korinne Caruso
  o No report
- Community Outreach – Jonathan Payne
  o No report
- Environmental Health & Safety Council – Gaylen Nuckols
  o No report
- Faculty Senate – Sara Lopez
  o No report
- I-Adapt-No Report
  o No report
- Inclusive Excellence – JP Regalado-Met on 4/3/14. They will be working on building a landing page for the IE website and in turn, working on language that will attract traffic but there will be a link to this website on www.tamucc.edu homepage. The committee has flushed out a large list of inclusive activities already being done on campus; it’s just a matter of making both the campus community and students aware.
- International Education Council-Ana Billeaux
  o No report
- Strategic Planning and Continuous Improvement Council
  o No report
- Student Success and Retention Committee – Leslee Schauer
  o No report
- Parking and Transportation Committee –Rick Reyes
  o No report
- University Center & Student Activities Advisory Council – Cindy Hanson
  o They are considering re-naming some of the rooms.
- Veteran’s Affairs Committee – Rachel Cox
  o No report
- Recreational Sports-
  o No report

X. New Business
No new business.

XI. Good of the Order
Dr. Spencer announced that this will be her last meeting as Faculty Senate Advisor. Faculty Senate will vote in a new Senate. The meetings are open and in O’Connor 363.

Gloria Davila announced that the March of Dimes walk will be on 5/10/14.

Kudos Cool Cups were drawn:
Michelle Naame - President’s Office
Victor Iona - Recreational Sports
Donna DeGaish - College of Education
Dr. Mayra Hough - Commercialization and Outreach

Motion made to allow separate buckets for Kudo/ Cool Cups: One from Emailed Nominations and One from Staff Council Nominations. The Motion passes with no objections.

Kathryn Funk Baxter-She is considering an Employee Recognition Program. They will be reviewing software that would allow for recognition and also generates automatic emails. The meeting is on Thursday 4/24 at 1 p.m. If you would like to attend, please contact Liz Gonzalez.

Carrie Coursey announced that Daymond John will be the next Distinguished Speaker here on October 8, 2014. Jeff Corwin will be here March 27, 2015.

XII. Meeting Adjournment
There being no further business, Craig McNeill made a motion and Sara Lopez seconded the motion to adjourn the meeting. Meeting was adjourned at 3:59 PM.