Members Present: Dennis Coplen, Meredith Coplen, Debra Cortinas (Ex-Officio), Carrie Coursey, Ronnie Emanuel, Kathryn Funk Baxter (Advisor), Valerie Gibbons, Jacqueline Hamilton, Cindy Hanson, Judy Harral, Tiffany Hearne, Rachel Kirk, Patrick Larkin (Ex-Officio), Sara Lopez, Christopher Palfreyman, Jonathan Payne, Ruby Pollard, John (JP) Regalado, Nora Sai, Leslee Schauer (Ex-Officio), Karol Stewart, Derek Vest, Jennifer Weir.

Members Absent: Karen Cullinan, Shawn Elizondo, Betty Mounts, Gaylen Nuckols

I. Call to Order
Meeting was called to order at 3:04 p.m. by Sara Lopez.

II. Vice-President’s Report – Meredith Coplen
- Coplen wished Kathryn Funk-Baxter a happy birthday.
- Coplen gave a special thanks to Dennis Coplen as well as the luncheon committee and the volunteers.
- April is working on the newsletter which will be out in a day or so.

III. President’s Report – Sara Lopez
- Lopez said that April Bassett was at the Benefits Orientation since she was hired on March 9, 2015.
- Lopez gave a welcome to Terry Tatum whom will take the place of Kathryn Funk-Baxter as advisor to the Staff Council and as interim Executive Vice President Finance & Administration.
- Lopez said the luncheon was the best out of all the years she had attended. She also gave special thanks to Dennis Coplen, the luncheon committee, and the volunteers.
- The Employee Recognition Program is up and running.
- Lopez urged for more Employee Excellence nominations to be sent in. She said we all know somebody that deserves a nomination that needs to be sent to Meredith.

IV. Treasurer’s Report – Nora Sai
Accounts as of February 28, 2015
- Staff Council - $8,993.26
- Campus Events - $7,974.00
- Dorothy Yeater Scholarship - $1,531.55
- Ink Cartridges - $1,186.25
- SAC Gifts - $2,026.69
Motion to approve was made by Rachel Kirk and seconded by Meredith Coplen and was approved by consent

V. Historian’s Report- Rachel Kirk
- No report
VI. Approval of Minutes – Christopher Palfreyman
   • Corrections were given by Leslee Schauer and Kathryn Funk-Baxter and the minutes were approved by consent with corrections.

VII. Guest Speaker – Jacqueline Hamilton
   • The student Referendum was passed to increase the Recreational Sports fee and that the legislation that the A&M system fall under has allowed for at a $175/semester cap. The fees will be phased in three years:
     1. For the fiscal year 2016, the fee will increase from $22.50 a month/ $90 a semester to $28.75 a month or $115 a semester.
     2. For fiscal year 2017, the fee will increase to $35 a month or $140 a semester.
     3. For fiscal year 2018, the fee will increase to $43.75 a month or $175 a semester.

   Membership at Golds Gym is $45 per month. The wellness committee is trying to keep the Islander Rewards program, push more into benefits, and wellness release time so employees, with their supervisor’s permission, can have the release time for three time a week similar to that of the Employee Wellness Program. This information will be added to the website around June or July of 2015.

VIII. Guest Speaker – Elisabeth Stephens
   Elisabeth Stephens is a Student Engagement Coordinator and does the Alcohol and Drug Prevention program as well as the Inclusive Islander Network. The Inclusive Islander Network is a series of workshops that she is providing to promote an inclusive campus to create a network of faculty, staff, and student that are compassionate individuals. The main workshop is the Safe Zone workshop. The Safe Zone workshop gives the LGBT history and language. There is also the General Inclusion Training which provides cultural competency and inclusive language and other aspects of race religion, etc. The workshops can be individual or departmental workshops. There are two scheduled for February 25, 2015 at 12:00p.m. - 2:30 p.m. and another at April 17, 2015 from 12:00 p.m. to 2:30 p.m. Once the Safe Zone workshop is completed, the attendees will receive a sticker that can be placed in their office to create a visual representation of inclusive individuals on campus. The Safe Zone workshop is two and a half hours and the General Inclusion training is one to one and a half hours. For more information or to sign up for a workshop please send an e-mail to inclusive.islanders@tamucc.edu.

IX. Old Business
    • None.

X. Committee Reports
   • Benefits and Employee Development – J.P. Regalado
     o Regalado received an e-mail for a call for presentations for the Employee Development Day which is on May 20th. Regalado did not receive the original e-mail but from another person. Regalado will forward the e-mail. The theme is “Blue and Green Shades of Employee Engagement: Passionate about our Work and Committed to Our Mission.” There are four tracks, 2 in the morning and 2 in the afternoon. The deadline for presentation is April 3rd. Leslee Schauer said that Mary Canales will do a retirement session and Cindy Hanson will help her develop the workshop but will be out for the Employee Development Day.
Leslee Schauer also said that Becky Torres will give an Excel Session for intermediate to advanced. Becky Torres will also give a beginner Excel session for the Islander Forum in August. There was discussion of Photoshop training and Karol Stewart recommended Amanda Garcia who is a faculty member that teaches Graphic Design and has her graphic design work in town.

- **Bylaws and Constitution – Karol Stewart**
  - Last general meeting the committee proposed changes to the constitution, amendments to the changes were presented. There was one section in Article X that had a non-discrimination statement. It was decided last meeting that the statement from the President’s Reaffirmation of Commitment to Equal Opportunity would be a better statement to use. This meeting, the secretary presented that change to the council and the council will vote on the changes in the next meeting. If approved, then the changes will go to Terry Tatum and if it is approved there, the general membership (entire TAMUCC staff) will then vote on the changes.

- **Nominations and Elections – Jonathan Payne**
  - No report

- **University Relations – Carrie Coursey**
  - The Administrative Professional’s Celebration will be on Friday, April 17, 2015 from 9:30 a.m. to 11:00 a.m. in the Performing Arts Center lobby. The celebration is in the morning because that is when Dr. Flavius Killebrew is available. The committee is looking at taquitos for food and there will be door prizes. Cathy Bridges will help with getting a list of all Administrative Assistants. Coursey passed around a flyer for the Administrative Professional’s Celebration.

- **Staff Annual Luncheon – Dennis Coplen**
  - D. Coplen thanked the committee and volunteers. The luncheon feed 433 people which is actually down from last year. The auction did better this year and raised $800. Starting from this last luncheon the number of attendees and the amount raised at the auction will be recorded and tracked.

- **Dorothy Yeater – (Tiffany Hearne)**
  - There is a Campus Announcement that went out already. There were 9 presales for the Administrative Assistant bags at the luncheon. On April 1, 2015 a flyer will go out over digital signage for the TVs across campus. Hearne has contacted the past recipients of the Dorothy Yeater Scholarship so they could attend the Island Rewards Ceremony. The Administrative Assistant bags for the Dorothy Yeater fundraising for the Administrative Professional’s Celebration will go from March 30th to April 17th. The bags have water, an apple, orange, salty snacks, and bite size candies. Each bag is $10. The bags will be delivered on April 22, 2015.

- **Employee Excellence - Meredith Coplen**
  - Nominations for Employee Excellence Award have been extended to Friday, March 27th. There is a final Campus Announcement going out Thursday and the website will be updated tomorrow. The have been 8 nominations for Excellence and one each for Engagement and Expansion.

**XI. University Committee Reports**
- Calendar Committee – Sara Lopez
Option 4 for the Fiscal year 2016 holiday schedule was chosen which has the following holiday dates: Memorial Day, Labor Day, both days for Thanksgiving, seven days for Christmas, one day is Spring Break, and Martin Luther King Day which is 14 days total.

- Committees on Committees – Gaylen Nuckols
  - No report
- Community Outreach – Ruby Pollard
  - No report
- Environmental Health & Safety Council – Dennis Coplen
  - No report
- Expressive Activity – Leslee Schauer
  - Meet in two weeks
- Faculty Senate – Meredith Coplen
  - Meet on Friday.
- I-Adapt-Jennifer Weir
  - No report
- Inclusive Excellence – J.P. Regalado
  - No report
- International Education Council- Rachel Kirk
  - No report
- Strategic Planning and Continuous Improvement Council -
  - No report
- Student Success and Retention Committee – J.P. Regalado
  - The committee met two weeks ago with a consultant to look at data for the first and second year retention rate for the class of 2013. The rate went down 54-57%. The committee is looking deeply into why this is. There is some question of data collected because some students use this University as a stepping stone to get to other universities which make up about 10% of the freshman class. Also what was the student’s GPA when they left. This next class seems stronger based on their high school scores.
- Parking and Transportation Committee – Derek Vest
  - No report
- University Center & Student Activities Advisory Council – Karen Cullinan
  - No report
- Veteran’s Affairs Committee – Christopher Palfreyman
  - No report
- Recreational Sports- Judy Harral
  - No report

XII. New Business

- Kathryn Funk-Baxter had drafted procedures for the Staff Excellence, Engagement, and Expansion Awards. The Staff Council looked at the procedures and made corrections to those procedures.
- Debra Cortinas received information from System Risk Management that runs the Health Insurance programs and they have been keeping an eye on the negotiations between Blue Cross Blue Shield of Texas and Christus Spohn. No one knows the outcome but the deadline for them to reach an agreement is March 31, 2015 or Blue Cross Blue Shield of Texas will drop Christus Spohn from their network. Debra Cortinas played a link of the Blue Cross Blue Shield of Texas website that talked about
the negotiations at http://www.bcbstx.com/christushealth/. This will have a big impact statewide. There are other facilities that will still remain in network such as Corpus Christi Medical Center, Doctor’s Regional, Bay Area, and Driscoll Children’s Hospital. One can still go to Christus Spohn facilities but it would be considered an out of network facility. If Christus Spohn is dropped then perhaps a Q&A session could be held in April.

XIII. Good of the Order

- Leslee Schauer delivered kudos last month and interrupted a meeting trying to look for Elisabeth Stephens and Sara Goede came out of the meeting and missed part of it trying to help them out. Leslee Schauer felt that Sara Goede should get a kudos.
- Debra Cortinas said there was 302 e-thanks sent out via the Above and Beyond Recognition and if you do not know your password, You can choose “Forgot Password” at https://www.appreciatehub.com/TAMUCC. A new password will be sent to you. The link is under Faculty and Staff dropdown on the campus main webpage.
- Karol Stewart said the Art Department will have their annual exhibition at the Art Museum of South Texas from April 9th to September. The opening is not until May 7th. It is called Ward Island 12. Since the campus is on Ward Island and there are 12 faculty exhibitions.
- Sara Lopez said the basketball teams have done great this season. The men’s basketball game was in her home town and was a close game.
- Sara Lopez mentioned the Student Employee Bash on April 9th from 11:00 to 1:00 in the Anchor Ballroom and said to RSVP to her to get ticket for your student employees. Supervisors can attend for $8.
- Karol Stewart said they have Summer Camp registration has opened up and the programs are based around superheroes, legends, and monsters.
- The Art Museum is working with the Guerilla Marketing group with Dr. Kent Byus in the College of Business. Over the next month people may see dome marketing projects at the Summer Camp in the Art Museum and if you do see it to let Karol Stewart know since it is hard to keep track of all the groups.
- Carrie Coursey passed out Kudos and the following were selected:
  - Steve Fuller, Information Technology
  - Roe Cantu, Science and Engineering
  - Theresa Cordona, College of Liberal Arts
  - Danny Feitel, Recreational Sports
  - John Fortiscue, Center for Academic Student Achievement
  - Sara Goede, Career Services-Sara was selected from Leslee’s suggestion above

XIV. Meeting Adjournment

There being no further business, the meeting was adjourned at 4:28 PM