Staff Council Meeting Minutes  
UC Marlin Room 317  
August 27, 2019  
3:00 p.m.

Members Present: Heather Calderon, Debra Cortinas, Carrie Coursey, Cassie Eyring, Jorge Fonseca, Alessandra Garcia, Carol Haley, Frank Harrison, Alexandra Janney, Jaclyn Mahlmann, Candace Martinez, Miguel Munoz, Elizabeth Palacios, Elizabeth Perez, Julie Shuttlesworth, Martha Simcik, Ben Soto, and Brittney Weise.

Members absent with Proxy: Michele Roth (Luis Hernandez, proxy)

Members Absent: Luisa Buttler, Dee Dee Hubenak, Elizabeth Longoria, Miguel Munoz, Hayford Osei, Maria Pedigo, Cynthia Salinas, and Noelle Wilson.

Guest: Steve Ferris

I. Call to Order – Ben Soto  
Meeting called to order at 3:01 p.m.

II. Approval of Minutes – Elizabeth Perez  
Jorge made a motion to approve the minutes. Frank seconded the motion. Minutes were approved.

III. President’s Report – Ben Soto.  
• Bylaws and Constitution Changes – Executive Council level is working on the wording of these documents. Some items are contradictory or very specific that could be a little more lenient. If council has seen something that needs changing, please send comments to La’Niece. Hope to have the changes done by December for voting next year.
• Kudos – Alexandra will talk about the Kudos during her report.
• Voting for New I-Engage – Do not need General Council votes to change voting system platform. Elections committee will be using I-Engage as the platform for voting. Julie gave update on the I-Engage system. Staff will be able to vote for new Staff Council Reps, along with other things such as Employee Excellence award applications, etc. I-Engage will also allow for pictures and bios to be posted so staff can put a name to a face. Staff will need to register on I-Engage in order to be able to vote.
• SC Committee To-Do List – Chairs have the timelines for the different events. Communication is the key and very important especially with MarComm.
IV. **Vice-President’s Report** – Frank Harrison
   - No Faculty Senate report. Senate has not met.
   - Heartwalk Event will be held on October 5. The kickoff and signupp will be held in Dugan Wellness Center on September 5, from 11:00 – 1:00 p.m.
   - Thursday, the 29th, the Community Fair will be held in the Anchor Ballroom.

V. **Treasurer’s Report** – Jorge Fonseca
   - Carrying over a deficit. (-$110). The Kudos budget will be $400. Boss’ Day is $550. All other events should remain within the constraints of their budget. Some events could be combined with other events on campus and could result in cost-sharing and resource sharing.

VI. **Old Business**
   - N/A

VII. **Committee Reports**
   - Benefits and Employee Development - Noelle Wilson, Chair
     - N/A
   - Bylaws and Constitution – Dee Dee Hubenak, Chair
     - Dee Dee not here; but Ben did discuss about making changes.
   - Nominations and Elections – Michele Roth, Chair
     - Michele not here; but voting platform was discussed.
   - University Relations – Alexandra Janney, Chair
     - Working on finalizing dates for Break in the Day.
     - Kudos nominations were discussed. Committee will need to make that decision on whether there will need to be an explanation on submitting the name.

VIII. **Adhoc Committees**
   - Annual Employee Luncheon – Elizabeth Perez
     - 1st meeting will be held tomorrow.
   - Dorothy Yeater – Cassie Eyring
     - Waiting on confirmation of eligibility
     - Boss’ Day Gifts – Only ordering 50. Will see how well they sell.
   - Employee Excellence Awards – Franklin Harrison
     - 1st meeting scheduled for December.
     - Working on relocating Awards placement.

IX. **University Committee Reports**
   - Wellness Committee – Frank
The Wellness Cup – Information can be viewed at tamucc.wellness.edu

Well on Target 3 year report received. 3 years ago we were at 76.8%, now we are 97.2% University needs to work on smoking cessation. There are only 13 spots for smoking. Frank will send out smoking locations map

Reminder from Wellness Committee: Fill out Release Time form. Must be filled out annually. 30 min/3 times a week.

- QEP – Julie
  - As mentioned at the President’s meeting, it has been named I Know Digital Literacy. Most impact in academics area. Staff will need to know what it is about. Marketing campaigns will be coming out for it.

- Salary Study – Debra
  - Study is progressing. Target date is the end of October. Study is at the tail end of Phase 2. Once completed, guidelines will be developed. Expecting multi-year implementation. Goal: Begin Implementation by November 1.

X. New Business

- Feedback on Kevin's Procedure Summary – None noted.
- Dr. Moreno mentioned the Benefits Advisory Meeting that will be happening in October for System Reps to discuss Benefits. Next meeting Carmen Osier, our representative, will discuss and ask for information regarding the Benefits.
- According to Julie Islander Lights will be held early this year: November 22. Staff Council is in charge of Photos with Santa. Time frame is 5:30-7:30 p.m.

- Good of the Order

  Kudos
  - Carmen Osier – Harte Research
  - Bea Blomquist – President’s Office
  - Chris Palfreyman – College of Business
  - William Felsberg
  - Candace Garcia - Buyer

XI. Meeting Adjournment
Frank made a motion to adjourn the meeting; seconded by Liz Palacios. Meeting was adjourned at 4:06 p.m.