Staff Council Meeting Minutes NOTES
Location: WebEx
March 23, 2021 3:00 p.m.


Members Absent:
Brittney Weise, Valerie Gibbons, Shay Lee, Erin Longoria, Carol Haley, Ronald Sepulveda, Martha Simcik,

Others Present
Nonvoting members: Debra Cortinas, Bethanie Pletcher,
Guests: Andrea Elliot-Amaya, Eliza Lara, Elizabeth Perez,

I. Call to Order – Sharmeen Ahmed
Meeting called to order at 1:02 p.m.

II. Approval of Minutes – Julie Shuttlesworth
N. Freese asked for clarification from J. Mahlmann regarding note on University budget from previous meeting.
N. Freese made the motion to approve minutes with edits.
B. Day seconded the motion.
Minutes were approved.

III. President’s Report – Sharmeen Ahmed
a Proposed Town Hall meeting (Date in June is TBD) – with the Incident Command Team to answer all questions that staff may have. In preparation, use the Emergency Preparedness Town Hall Question Submission link in IEngage to submit questions BEFORE the meeting so that they can be prepared: https://tamucc.campuslabs.com/engage/submitter/form/start/482681
b For May SC meeting – summary of what we do to inform about committee functions, roles for chairs, officers’ duties, open positions, etc. President and VP are not being elected. Organize SOPs to help with transition
c Introducing New Speaker for Faculty Senate – Dr. Bethany Pletcher
d No new employees to introduce.
IV. Vice President’s Report – Brenton Day
   a) Attended the Faculty Senate meeting will work with new Speaker looking for ways for SC to be involved and support any mutual areas.

V. Treasurer’s Report – Cassie Eyring
   No Report

VI. Committee Reports
   • Benefits & Employee Development – Joanne Salinas, Chair
     o Climb went well, thanks to all volunteers, there will be a follow-up meeting.
   • Bylaws and Constitution – Alexandra Janny, Chair
     No report
   • Nominations & Elections – Julie Shuttlesworth, Chair
     • All winners contacted.
   • University Relations – Jennifer Escamilla, Chair
     o Climb went well
     o Admin day good – 140 invites sent out
       • Pick up and drive thru options went well
   • Communication – Sharmeen
     • Contact form for feedback
       • Link shared by B. Day to the form.
     • Comparing with other universities and how they are communicating.
     • Our website needs lots of work

VII. Ad-hoc Committees
   • Annual Employee Luncheon – Candance Martinez, Chair
     o Committee met regarding luncheon
     o Summer is too soon/Fall is too busy
     o Looking to annual in March next year.
Reminder that Chair for this committee is also on the wellness committee

- Dorothy Yeater – Melissa Zamora, Chair
  - Admin Pro day a success. All gifts sold out. (50)
    - We raised $218, total sold over $800
  - Summer I scholarship applications open thru May 7th
  - Summer II application open May 17 - June 11

- Employee Excellence Awards – Sharmeen Ahmed, Chair
  - Congrats to all winners.
  - Runners up
    - Sonia McNeal
    - ?
    - Laura Greaura
  - Website will be updated soon.

VIII. Liaison Reports

Budget Update – Jaclyn Mahlmann,
- Evaluating COVID guidelines for vaccinated individuals
- No budget update – Legislature still meeting
- B. Day – Asked about date for Equity Pay program
  - J. Mahlmann said September

HR Update – Debra Cortinas -
- Gratitude for Climb
- Thanks for the Staff Council work on the Staff Excellence awards
- Performance reviews due end of May

IT Update – Ben Soto
- Absent

University Committee Updates
- SEAS VP Committee – J. Shuttlesworth
  - 2 candidates already visited, 2 more in coming week
- Mascot Taskforce – J. Shuttlesworth
  - 4 concepts going to beginning art stages.
- Health and Safety - A Janney
Building and fire safety – resumption of fire drills
Origami Risk Forms for concerns regarding campus hazards

- **Wellness committee – Candace Martinez**
  - Retirees want to keep their emails.
  - V. Harris discussed that reason for not allowing is the tie to licensing.
    - Should start with an IT ticket.
  - B. Day suggested option of a legacy email account

- **Zelda Chacon from Health center** –
  - announced the Pfizer clinic next week.

- **Budget Think Tank – Sharmeen**
  - Announcement went out for the Budget Campus committee

IX. **New Business**
Break Out Sessions – Topic: How can Staff Council increase campus wide participation with Staff Council members and nonmembers?

X. **Meeting adjourn at _1:44pm.**
  A. Janney made the motion to adjourn
  J. Escamilla seconded the motion.

Respectfully submitted:

**Julie K. Shuttlesworth**