Staff Council Meeting Minutes
Location: WebEx - February 23, 2021 3:00 p.m.


Members Absent: Martha Simcik, Miguel Munoz, Christie Roberts, Candace Martinez, Brenton Day, Brittany Weise, Jaclyn Mahlmann

Others Present: Larry Bazon, Alessandra Garcia, Krystal Estrada, Elizabeth Perez, Amie Cavalier, Eliza Lara, Sarina Garcia, Mary Canales, Marisa. Stephanie Schmidt

I. Call to Order – Sharmeen Ahmed
Meeting called to order at 3:02 p.m.

II. Approval of Minutes – Julie Shuttlesworth
N. Freese made the motion to approve minutes with edits.
A. Janney seconded the motion.
Minutes were approved.

III. President’s Report – Sharmeen Ahmed
   - Guest Speaker - Keith Miller, Associate Athletic Director for Compliance
     - NCAA Principle of “Institutional Control” and what that means for TAMU-CC.
     - Intro of new employees

IV. Vice President’s Report – Brenton Day
Out of office on leave

V. Treasurer’s Report – Cassie Eyring
No Report

VI. Committee Reports
• Benefits & Employee Development – Joanne Salinas, Chair
  ▪ Climb coming up – April
  ▪ Online via Attendify

• Bylaws and Constitution – Alexandra Janney, Chair
  ▪ Bylaws submitted to all members prior to meeting.
    ▪ A. Janney provided a summary of major changes: elections timelines to fit current practice, addition of Communication committee, agreement with constitution. Editorial changes for grammar and punctuation.
  ▪ Floor for up to 15 minutes discussion
    ▪ J. Shuttlesworth advocating for acceptance of changes.
    ▪ No other comments
  ▪ Voting open for 2-minute period
    ▪ 20 voted YES to pass the new bylaws.

• Nominations & Elections – Julie Shuttlesworth, Chair
  ▪ Extended nomination acceptance deadlines to this Friday
  ▪ 55 responses thus far.

• Communication Committee – Julie Shuttlesworth, Chair
  ▪ No committee meeting yet. Will happen next week.

• University Relations – Jennifer Escamilla, Chair
  ▪ Committee is currently working on Administrative Professionals Day for April

VII. Ad-hoc Committees

• Annual Employee Luncheon – Candance Martinez, Chair
  ▪ Absent

• Dorothy Yeater – Melissa Zamora, Chair
  ▪ April 1st Scholarship application opens for Summer on iEngage.
• April 21st admin day fundraising gifts decided. Will launch in March.

• Employee Excellence Awards – Sharmeen Ahmed, Chair
  • Applications out now
  • Deadline is March 8th.
  • Goal is to end process by March.

VIII. Liaison Reports
Budget Update – Jaclyn Mahlmann, *Unavailable for this meeting*

HR Update – Debra Cortinas -
• Legislative updates showing low funding, so Stage 2 of staff compensation study changed to September 1
• Catapult appointments for wellness exam available in April and May
• Virtual awards ceremony April
• Encourage to get covid vaccine and you can use sick time to get it.

IT Update – Ben Soto
• TMP automated email to determine workstations.
• IT Audit to get all machines up to date
  □ All machines should be on VPN Daily.

University Committee Updates
Mascot committee: J. Shuttlesworth report
• Meeting delayed to March 4th due to weather
• B. Soto also on committee.

Student Success Council - A. Walker
• Committees still progressing
• PIR presented retention numbers.

Diversity Equity and Inclusion: - J. Grabarczyk- Turner

• SUBMITTED VIA EMAIL: Chancellor's Summit on Diversity, Equity, and Inclusion has been postponed due to last week’s weather. (It was originally scheduled for Feb. 16). Our next DEI meeting is tomorrow.

IX. New Business
Emergency Response
V. Gibbons – Expressed concern of university response to emergency crisis.
  ▪ Expectation of work
  ▪ Lack of support to staff and faculty
  ▪ Students without power but classes not canceled.
D. Cortinas – Emergency leave available.
  ▪ Concerns that students not eligible for emergency leave.
S. Schmidt – Concerns from faculty and staff. Working with students who were in the middle of an emergency

C. Eyring – Could work, but focus on other needs was priority

**COVID Vaccines** – Z. Chacon
- being directed to Local HUB sites only. Driscoll and Nueces County

**Break Out Sessions** – general discussions

X. **Meeting adjourn at 4:28 pm.**
J. Salinas made the motion to adjourn
V. Gibbons seconded the motion.

Respectfully submitted:

**Julie K. Shuttlesworth**