**University Staff Council Meeting Agenda**

Tuesday, July 16, 2024

8:45 - 10:45 am

General Services Complex 101 A/ Zoom

**I. Welcome**

**II. Common Grounds** **– Henry Judah – Associate Vice President, Division of Risk Ethics and Compliance**

**III. Transition to General Meeting**

**IV. Call to Order**

**Motion: Katelynn Kellogg**

**Second: Michelle Brown-Link**

**V. Roll Call of Members - Kat McLelland**

Nicole Aguilar, Alderete Sharon, Gloria Brecht, Michelle Brown-Link, Sean Cargo, Kari DeStefano, Shelley Drgac, Jennifer Enloe, Carli Fenner, Sarah Franke, Mark Gleason, Erin Hinojosa, Gregory Jackson, Katelynn Kellogg, Jeff Lowry, Rebecca Luckey, Kat McLelland, Marcos Mendez, Jamie Norgaard, Galen Pahl, Martha Parker, Clint Patterson, Katie St. Clair, Wesley Swanson, Michaela Thomas, Robin Williamson, Bree Wright, Stacy Wright, Wendy Wright, Sally Yang, Tracy Young.

**VI. Approval of Minutes - June 2024**

**Nicole Aguilar**

**Martha Parker**

**VII. Treasurer’s Report - Tracey Posey**

Our current balances for the USC are:

218930 $6,453.08

240196-1100 $15,000.00

**VIII. Update from Meeting with Vice President of Human Resources - Marcos Mendez**

* Katie St. Clair and Kat McLelland joined
* Open Enrollment July 10th through July 31st.
* The SEF application has been shared along with FEMA fund information.
* Damon – living wage update – they are working with Vice President of Research to make the proper adjustments.
* No staff inquiries for this month.

**IX. USC Staff Inquiries - Marcos Mendez**

**X. USC Committee Updates**

**1. Branch Committee –** Galveston was impacted by Hurricane Beryl. The campus is still experiencing outages. The HSC campus in Houston was also affected. Leadership changes across the different branch campuses. Advocating for the McAllen campus as they have experienced many changes.

**2. Communications and Outreach**

**3. Community Engagement and Respect in the Workplace (CERW) –** Update on implementation on the Staff Community Award with an emphasis on UNITY. Refining what the award will represent. Reframed as a staff recognition pilot program. This is a way to recognize staff. This would align with Staff Appreciation Week. Galveston would most likely be the campus to pilot the program along with the Law School. Having conversations with McAllen.

**4. Elections –** No updates.

**5. Professional Development (PD) –** Met on July 9th. Employee development week is upcoming. McAllen is hosting some on campus programs. Managers Minutes was discussed. The managers minutes is open to anyone who wants to step into a leadership role whether it be now or down the line.

**6. Staff Emergency Fund (SEF) - T**wo were approved. The race funds have not been transferred over. There have been three requests from Galveston staff members. **The USC needs to put together a flyer – send it out university wide to ask for donations.** We do have staff emergency fund “heroes” shirt as part of the initiative last summer. Donations of $50 or more will receive a t-shirt. Ashley will communicate the number of shirts available. We have additional race day shirts available as well.

**-Maroon and White 5K Fun Run Update –** Race Recap - $12,943.67 was the profit from the race. Jeremy helped tremendously with this initiative.

**7. Work Life and Benefits (WLB) –** Rebecca – Could not meet in July. Sign up for your flexible spending account by July 31st. Make sure to enroll in all benefits by July 31st.

**XI. External Committee Appointments**

1. **System Employee Benefits Advisory Committee - Rebecca Luckey** – BCBS insurance benefits with BSW. There is no additional information as of right now. The coverage will extend through October 1st.
2. **Transportation Services Advisory Committee - Jamie Norgaard/Katelynn Kellogg –** No update.
3. **Dining Services Committee - Tracey Posey –** No update.
4. **TAMU IT Governance Program - Jeff Lowry/Shelly Drgac/Sally Yang –** No update**.**
5. **Strategic Budget Council –** No update – ending for Marcos.
6. **Capacity and Student Experience Study Committees - Catherine Halverson/Kenric Davies – No update.**
7. **Chief Compliance Officer Selection Committee - Wendy Wright –** Completed.
8. **Chief Operating Officer Search Committee - Jennifer Enloe –** Completed.
9. **Business Services Advisory Council - Marcos Mendez –** Looking at a system to replace Concur. **– continuing meet in person.**
10. **Jed Program Steering Committee - Michelle Brown-Link –** No updates.
11. **Sesquicentennial Executive Committee - Kat McLelland –** No updates.

**XII. Additional Matters**

1. **Retreat –** August 30th. Wear your pollo as we will take our picture.

**XIII. Adjournment**

**Motion: Kat McLelland**

**Second: Kari DeStefano**

**Next meeting:** **August 30, 2024, in Thomas G. Hildebrand Equine Complex-New members 10:30am; Returning members 11:30am**