

University Staff Council Meeting

Agenda

Tuesday, April 15, 2025
GSC Complex; 1:45pm-3:45pm

I. Welcome

II. Call to Order – Chair Katie St. Clair

Motion: Spring Busey > Michelle Brown-Link @ 2:45pm

Second:

- Mission: The University Staff Council (USC) cultivates a collaborative work environment for Texas A&M staff under the Office of the President through quality representation, impactful service, innovative programs and open workplace communications.
- Vision: Staff feel supported, included and valued in this environment where we practice respect, excellence, leadership, loyalty, integrity and selfless service.

III. Roll Call of Members - Secretary, Clint Patterson

IV. Approval of Minutes - March 2025

V. Treasurer's Report - Tracey Posey

☐ March 2025 Balances

USC General Account	\$7,242.03
USC Engagement Conference	\$15,000.00

We had 1 expense for the February 2025 Meeting, for \$11.98 at HEB.

VI. Update from Meeting with Interim Vice President of Human Resources - Katie St. Clair

- Requested updated guidance on \$15,000 USC Engagement Fund
- Living Well proposal for summer Staff Appreciation Events
- Update on Employee Engagement Survey results
- Mentoring initiatives
- Qatar Staff Update - New USC representative, ☐ Stephanie Martinez

VII. USC Staff Inquiries - Katie St. Clair

- None received

VIII. USC Internal Committee updates

1. Branch Campus Committee

Provided campus construction updates, discussed upcoming Staff Appreciation events, and outlined Maroon & White 5K remote options

2. Communications and Outreach Committee

- **University Staff Council Logos**
 - **Updated in Google Drive:** *University Staff Council - USC Resources - University Staff Council Logos*
- **Common Grounds Promotional Assets:**
 - **staff.tamu.edu** - Individual speaker events linked on the homepage.
- **Google Drive:** *University Staff Council - Communications & Outreach - 2024-25 - Promotional Assets - Common Grounds*
 - Vertical Assets are what have been shared to the website/via USC listserv and can be utilized as flyers.

3. Community Engagement and Respect in the Workplace (CERW)

- Committed to more dedicated Staff Appreciation opportunities based on lessons learned
- Contacting Living Well
- Connect with John Crawford to revisit CERW conference proposal

4. Elections Committee

- Election coordinators meeting to share insights into upcoming election & transition
- Encourage new members to attend USC meetings and Staff Mentoring Academy Pilot over the summer
- Continue to on-going edits to bi-laws

5. Staff Emergency Fund Committee (SEF)

- February Financial Report - \$12,500 currently in funds
- \$2,500 funds approved should come out in March/April
- Kendra Scott Profit Share ~ \$714 should officially clear in March

Maroon & White 5k Fun Run

- Updated tx.ag/mwfunrun
- Register by April 16 and be guaranteed a shirt & medal!
- By the numbers:
 - **323** registrations
 - **\$9640** in bib sales
 - **\$14,700** sponsorships/donations
 - **70+** volunteers
- Call for Service
 - In-kind donations needed
 - Pre-race and race day. Application on tx.ag/mwfunrun
 - 44 volunteers so far
- 6. Professional Development Commit
- Registration website is live!

- 73 as if 3/17
- \$2,130 in bib sales
- **Call for Service**
 - [Outreach](#) help needed!
 - 7 Sponsors/vendors
 - Goal of 25 at expo

Professional Development Committee (PD)

Upcoming Common Grounds

5/20: Stephanie Burns & Madison Botkin, Office for Youth Engagement

6/17: Peter Lange, Chief Operating Officer

7/15: Kegan Clark, Program Coordinator, Academic Affairs

8/19: USC Retreat (no Common Grounds)

9/16: Adam Mikeal, Chief Information Security Officer

7. Work Life and Benefits Committee (WLB)

Committee Met April 10, 2025 to discuss 2 items:

- Birthday Leave - further discovery & discussions with the USC-EC & HROE Team. Options for considerations are:

Birthday Leave is considered an Emergency Leave & by state law, there are specific guidelines that must be followed as there is limited Emergency Leave which could impact staff employees bereavement leave

Learned Birthday Leave cannot be Administrative Leave as it is tied to performance to receive and not all staff employees would be eligible

Learning the larger Flagship University with numerous more employees than sister System Schools, receive other opportunities that small System Schools do not

Obtaining additional information pertaining to Texas A&M University Rules, State of Texas Regulations and System Regulations before moving a proposal forward.

- Pay Equity & Market Studies for Staff Employees:

Options for considerations are:

Investigating with HROE how both Pay Equity/Market Studies are communicated across Texas A&M, other System Agencies? are determined who gets reviewed? can a staff employee open an inquiry directly for their position

X. External Committee Appointments

A. System Employment Benefits Advisory Committee -

Rebecca Luckey

No update. Meeting June.

B. Transportation Services Advisory Committee - Lt.

Jennifer Enloe

Are partial weekly parking permits available?

- example: for employee only reporting to campus 2-3 times per week

Transportation Services reported they are working on software that will support this for future considerations.

C. Dining Services Committee - Tracey Posey

- University Club has reopened
 - Make a reservation at: www.theuniversityclub.com
- March 25
 - Teaching Kitchen: Mediterranean Bowls
 - 3pm to 4pm
 - <https://dineoncampus.com/tamu/events>
- May 9
 - Spring Meal Plans End
- Don't forget about mobile ordering
- Next meeting is March 18th

D. TAMU IT Governance Program - Jeff Lowry

No update

E. Strategic Budget Council - Katie St. Clair/Tracey Posey

- Division and College Briefings have been completed
- Student Body President provided a briefing on a SGA budget proposal for additional operating funds
- SBC will move into working groups to finalize recommendations to the President
- SBC decisions expected in June/early July (Legislative session ends 6/2)

F. Business Services Advisory Council - Katie St. Clair

Next Quarterly Meeting: April 24, 2025

G. Jed program Steering Committee - Melissa Bohnsack

No update.

H. Sesquicentennial Executive Committee - Catherine Halverson

Brief update; moving into subcommittees

I. University Sustainability Advisory Committee - Sean Cargo

- Met March 6th @ the Sinn Academic Building - (Athletics)
- Athletics Sustainability Master Plan
 - 1st in country
 - 7 years to develop
 - Aggie Green Fund grant paid for staff to complete the plan
 - In STAARS - received innovation credit
- Goals
 - Reduce waste at athletics facilities
 - Care for Student Athletes & Nutritional Goals
- Next meeting, April 10th - Sustainability Awards

J. AI Steering Committee - Daniel Roberts

No update

X. Additional Reports

Update on Executive Searches

.1. Vice President for Student Affairs - Catherine Halverson

- Three finalists scheduled for campus visits (See email for full details)
- Forum both in Rudder and Online via Zoom
 - Dr. Cynthia Hernandez: April 17th 10 - 11 AM

- Dr. Ainsley Carry: April 23rd 10 - 11 AM
- Dr. Bill Kibler: April 25th 10 - 11 AM

2. Vice President for Research - Rebecca Luckey

- External search firm is working with the committee to created the position description

TAMUS Staff Council Leadership Committee - Katie St. Clair

- No updates. Next meeting May 14th.

2024-2025 Goals:

Enhance Communication Channels and Serve as a Liaison

Strengthen internal communication by serving as a liaison between staff and university administration. This includes implementing regular updates, gathering staff feedback, and addressing concerns to promote transparency and ensure that staff voices are heard.

Increase Visibility and Awareness of University Programs and Staff Council

Boost the visibility of the University Staff Council, its representatives, and university programs by developing targeted awareness campaigns. Highlight professional development opportunities and foster greater engagement among staff members.

Foster Staff Well-being and Professional Development

Focus on improving staff well-being, retention, and compensation by advocating for pay equity, cost-of-living adjustments, and organizing professional development programs. Support staff growth through workshops, training sessions, and initiatives that enhance career advancement.

XI. Adjournment

Motion: Catherine Halverson

Second: Spring Basey

Next meeting: May 20, 2025, GSC 101 A from 8:45am - 10:45am

Common Grounds: Office of Youth Engagement