

## University Staff Council Meeting Agenda

Friday, August 11, 2023

3:00 PM

Hildebrand Equine Center

### I. Call to Order: Sarah Franke

### II. Roll Call of Members

**Attendees:** Sharon Alderete, Cynthia Billington, Gloria Brecht, Michelle Brown-Link, Sandra Church, Carria Collins, Kari DeStefano, Sarah Franke, Catherine Halverson, Katelynn Kellogg, Kat McLelland, Marcos Mendez, Kam Milton, Martha Parker, Clint Patterson, LaTia Wilson, Tracey Posey, Brittany Ramsey, Crystal Riles, Stephanie Thompson, Bree Wright, Sally Yang, Tamra Young, Tracy Young

**Absent:**

### III. Approval of Minutes

- June and July 2023
  - Motion to approve: Cynthia Billington
  - Motion 2<sup>nd</sup>: Sharon Alderete

### IV. Treasurer's Report - Carria Collins

### V. Update from Meeting with Vice President of Human Resources - Sarah Franke

- Conference for the Spring was postponed. Would like to use the funds towards respect in the workplace. Looking for opportunities to have a professional development conference.
- Looking for sustainable opportunities for the SEF to continue to be able to help staff on campus during hard times. Working to put together a 5K/10K to raise funds for the Staff Engagement Fund. Looking at holding this race in May 2024. There will also be a virtual option for the branch campuses to be able to participate. Also, the scavenger hunt.

### VI. USC Staff Inquiries - LaTia Wilson

- Inquiries have increased for this month.
  - Questions about the scavenger hunt
  - Virtual forum with President Welsh on August 15<sup>th</sup> at 9:00am.
  - Suggestion to have food trucks come to the GSC once a month for a profit share to raise funds for SEF.
  - Request to revise the Sick Leave policy.

### VII. USC Committees Updates

#### 1. Branch Campus Committee - Tracey Posey/Stephanie Thompson

- a. Working on emergency alert systems working on branch campuses
- b. Making sure supervisors on other campuses have an input on hiring new employees at the branch campuses.
- c. Active shooter training

**2. Communications & Outreach Committee - Pam Praesel**

- a. Updated newsletter timeline publication. Have gotten the newsletter out regularly.
- b. Newsletter to go out 1<sup>st</sup> Thursday of the month.
- c. Increased efforts in promoting USC hosted events.
- d. Use a new Emma template for the Newsletter.
- e. Marketed Staff Emergency Fund through the newsletter.
- f. Ordered new promotional items to share at events and new staff.
- g. Updated the USC website.

**3. Elections Committee- Marcos Mendez**

- a. Held executive officers' elections.
- b. Held USC annual elections.
- c. Still needing a few more reps to be elected.

**4. Inclusion, Equity, and Respect in the Workplace Committee- Sharon Alderete**

- a. Big goal was to put on the first Respect Conference but that was put on hold.
  - i. Community Engagement & Respect in the Workplace

**5. Professional Development Committee - Erin Hinojosa**

- a. N/A

**6. Staff Emergency Fund - Kari Destefano/Tracy Young**

- a. Had several successful profit-sharing events.
- b. Continue fundraising efforts to raise the SEF Fund.
- c. So far from the Scavenger Hunt have raised over \$600.00.

**7. Work Life and Benefits Committee - Juan Rodriguez**

- a. Continue to hear from Staff.
- b. Family maternity/ paternity leave

**VIII. External Committee Appointments:**

**A. Task Force for Campus Emergencies - Tracey Posey**

- a. No update

**B. System Employee Benefits Advisory Committee - Juan Rodriguez**

- a. No update

**C. Transportation Safety Advisory Committee - Tamra Young & Katelynn Kellogg**

- a. No update

**D. Diversity Operations Committee - Marcos Mendez**

- a. No update

**E. Dining Services Committee - Tracey Posey**

- a. No update

**F. Facilities Stakeholder Advisory Panel - Robin Williamson**

- a. No Update

**G. Operations Review Committee - Sarah Franke / Kat McLelland / Sally Yang / Cindy Billington**

- a. Committee update deadline has been moved up to August 25<sup>th</sup> due to President Welsh.

**IX. By-Laws Change- Katelynn Kellogg**

- Addition being made to the by-laws as an addendum.
  - Addition voted and passed to make the change to the by-laws.

**IIX. Adjournment**

Motion to adjourn: Tracy Posey

Motion 2<sup>nd</sup>: Kaitlyn Brown-Link

**Next meeting: September 19, 2023 - General Services Complex Room 101 B/C - Time: 8:45-10:45 am**