

**University Staff Council Meeting Minutes**

Tuesday, January 17, 2023

8:45 – 10:45 am

General Services Center Room 101 B&C

I. Call to Order: Sarah Franke

Motion to approve: Katelynn Kellogg

2nd: Kari DeStefano

II. Roll Call of Members: Tamra Young

Present: Sharon Alderete, Agatha Alonso, BB Barron-Gaytan, Lori Bienski, Cynthia Billington, Jennifer Bradford, Anton Classeu, Carria Collins, Kari DeStefano, Sarah Franke, Liliana Gonzalez, Catherine Halverson, Kelli Isaacks, Katelynn Kellogg, Kat McLelland, Kaitlyn Middlebrooks, Martha Parker, LaTia Wilson, Tracy Posey, Pam Praesel, Brittany Ramsey, Crystal Riles, Katie St. Clair, Stephanie Thompson, Robin Williamson, Bree Wright, Tamra Young

Absent: Debjyoti Banerjee, Gloria Brecht, Sandra Church (Excused), Kathy Edwards, Erin Hinojosa (Excused), Marcos Mendez (Excused), Hope Mireles, Kam Owen Milton, Juan Rodriguez, Sally Yang (Excused), Mo Younes (Excused), Tracy Young (Excused)

III. Approval of Minutes - November 2022 & December 2022

Motion to approve- Lori Bienski

2nd- Kari DeStefano

IV. Treasurer's Report - Carria Collins

Treasurer report is \$9,139.31 balance and

Total charged for December 2022 \$122.01

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

- Past 2 forums about the Alternate work location
- Path Forward update about 750+ in attendance for the forum
- All have been recorded. Can be found on our [website](#) under Forums
- Discussion about having a coffee chat with the VP's, but the President is planning to do the same. Waiting to hear what her plans are before moving forward.
- Vice President of Research update in February
- VP HROE Damon Slaydon to give update in March
- VP HROE is planning to expand the Employee Education Assistance program. We will be meeting with leadership for the Division of Finance and Business Services to determine the mechanics necessary to expand the program. More information to come!
- Continued conversations with Damon Slaydon on Career Ladders and Pay Equity studies.

VI. USC Staff Inquiries - LaTia Wilson

- Cost of living adjustments
- Alternate Work Location questions
 - a lot of questions about working out of state
 - Questions about equipment for those working from home
- Comments received on the lack of Spring Break time off for FY24 Proposed Staff Holidays.

VII. USC Committees Updates

1. Branch Campus Committee - Tracey Posey/Stephanie Thompson

- Connecting the HR HUB rep for branch campuses to ensure good communication and discuss Including branch campus representatives when interviewing applicants that will be working on these campuses

2. Communications & Outreach Committee - Pam Praesel

- Reminder to send information for the newsletter
- Will be adding payroll deduction information about the SEF
- Updating flyers
- Ordered marketing items
- Met with MarComm and Damon about launching a new format for the newsletter. MarComm will be starting with HR and then move to the USC.

3. Elections Committee- Marcos Mendez (Sarah Franke)

- Vacant slots the coming year will be sent to the units soon.
- We will be reaching out to current representatives about term length and may be asking some to extend term to stagger rotation of representatives more evenly.

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

- Task force will meet this Thursday 1/19/23

5. Professional Development Committee - Erin Hinojosa (Carria Collins)

- Tami Overby will come in February to do a LinkedIn Learning training
- Tami Overby to do a public speaking training at another spring meeting

6. Staff Emergency Fund - Kari Destefano/Tracy Young

- Foundation does not have December balances yet
- Received 2 applications in December and approved 2 applications
- McAlister's Profit Share Tuesday, January 17, 2023. Be sure to say you are there for the University Staff Council

7. Work Life and Benefits Committee - Juan Rodriguez

- No update

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 - Need representative

- a. No update

F. Facilities Stakeholder Advisory Panel - Robin Williamson

- a. No update

G. Path Forward Update Committee - Sarah Franke

- a. There will be 4 USC members (Cindy Billington, Sarah Franke, Katherine McLelland, Sally Yang) to serve on this committee
- b. Purpose of the committee is to determine in the Path Forward are we achieving this goal or not hitting the goal.
- c. If interested in being involved let Sarah know. If any sub-committees she can provide those names to the committee.

H. Provost Search Committee

- a. Sarah Franke to serve on the committee

XI. New Business

A. USC Representatives Share Concerns/Victories from their constituency

- B. Staff Orientation has been moved to in person. Those meetings are held the 1st and 16th of every month. USC is involved to give a 5-10 minute presentation about the USC. Meetings will be held at Rudder. We are asking representatives to consider signing up to give a presentation. The sign-up sheet will be circulating shortly.

XII. Next meeting: February 21, 2023 ⁱⁿ GSC Room 101 from 1:30-3:30 pm

Motion to adjourn: Lori Bienski

2nd by: Kari DeStefano