

University Staff Council Meeting Minutes
Tuesday, May 16, 2023
8:45 - 11:00 am
General Services Center Room 101 B&C

I. Call to Order: Sarah Franke

II. Roll Call of Members: Sarah Franke

Present: Sharon Alderete, Debjyoti Banerjee, Lori Bienski, Gloria Brecht, Michelle Brown- Link, Sandra Church, Anton Classeu, Mechelle Carroa Collins, Sarah Franke, Catherine Halverson, Kelli isaacks, Kat McLelland, Marcos Mendez, Kaitlyn Middlebrooks, Kamola Owen Milton, Martha Parker, Clint Patterson, LaTia Peavy-Wilson, Tracy Posey (sub), Pam Praesel, Brittany Ramsey, Katie St. Claire, Stephanie Thompson, Robin Williamson, Bree Wright, Sally Yang, Mohammed Younes, Tracy Young

Absent: Agatha Alonso, BB Barron Gayton, Jennifer Bradford, Katelynn Kellogg, Hope Mireles, Crystal Riles, Juan Rodriguez.

III. Special Guest - Julie Mosbo Balestro, University Libraries

University Libraries

- A&M is continuously hiring to fill these positions discussed in meeting
- Visioning Document to be announced on/around May 30th
- Prioritizing Organizational Growth within the Library Community
- Seeking new innovative partnerships with Texas A&M Libraries
- Points of Contact: Julie Mosbo Balestrol, University Librarian and Assistant Provost - jmosbo@library.tamu.edu

IV. Approval of Minutes

● **April 2023**

Motion to approve: Carria Collins

2nd: Cynthia Billington

V. Treasurer's Report - Carria Collins

Treasure report is \$6,720.17 balance and

Charges for April 2023 include Tiff's Treats and Mail services

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

- Discussed with VP HROE Damon Slaydon Employee Education Assistant which will start in Fall 2023
 - Support to help employees attending sister schools (RELLIS)
- Staff Emergency Fund reminder that all the money raised is matched (matching gift fund). There are a lot of great opportunities to come in the near future.
- The Election Process is still ongoing and taking nominations. New members will start Fall 2023.
- Salary Study, and equality pay are still being discussed.

VII. USC Staff Inquiries - LaTia Wilson

- Inbox is busier than usual with questions about Vision insurance, Employee Dependent Scholarship, Benefits Fair (from Round Rock Campus), and Benefits for TAMU employees seeking home loans.

VIII. USC Committees Updates

1. Branch Campus Committee - Tracey Posey/Stephanie Thompson

- a. Discussion on May 2nd about AWL, HR Hub representations, Timeline position Evaluations/Salary Adjustments.
- b. Galveston had their team visit and express concerns on separation of their budget.
- c. The Health and Science center has expressed their concern for safety in response to the swatting event that took place. There are discussions to make this procedure run smoother in the future.
- d. A suggestion of using building intercoms to make communication more efficient and safer.

2. Communications & Outreach Committee - Pam Praesel

- a. An updated template was used for last month's newsletter
- b. The "Contact Us" portion located on our website has now been updated from email to now using a Sharepoint form that is more efficient when taking suggestions on concerns for our website.

3. Elections Committee- Marcos Mendez

- a. May 5th meeting discussed the nomination process which has been extended due to lack of nominations received.
- b. All nominations are welcome whether that is self nomination, or having someone nominate on behalf of you.

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

- a. A unanimous decision has been made to move forward with an updated mission statement.
- b. Awaiting feedback and will vote on proceeding with the mission statement in the June meeting.

5. Professional Development Committee - Erin Hinojosa

- a. Discussion with department of communication

6. Staff Emergency Fund - Kari Destefano/Tracy Young

- a. As of 3/31 the balance is \$3710.99
- b. Month of May had 2 applicants that were approved for \$500
- c. Kendra Scott raised \$197.00 and check will be mailed in 3-5 weeks
- d. Next Kendra Scott event will be in November (Black Friday)

7. Work Life and Benefits Committee - Sarah Franke

- a. No updates

IX. External Committee Appointments:

A. Task Force for Campus Emergencies - Tracey Posey

- a. Has not met since last USC

B. System Employee Benefits Advisory Committee - Juan Rodriguez

- a. Voting is done for SEBAC reps (check invoices)

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

- a. No update

D. Diversity Operations Committee - Marcos Mendez

- a. Meeting on April 27th where Greg Hartman discussed to work normally until bills are passed
- b. There are 7 bills affecting Diversity Equality Inclusion Statement
- c. An employee of the State cannot express how you feel towards these bills/laws. However, as an individual outside of work, you can *personally* express your feelings towards these bills/laws

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. VP of operations has come in to share changes in their divisions
- b. All Path forward ideas/recommendations are works in progress. These are made public and will be published after discussing with President Banks.
- c. This process will likely continue. Presenting these ideas/recommendations will take place every fall

H. Provost Search Committee - Sarah Franke

- a. There is very little participation in the forums/breakout sessions. USC is advocating for more engagement in the Provost search committee
- b. Asking those able to please participate in survey for candidates
- c. There has already been a recommendation made to President Banks
- d. There were several candidates that could have successfully filled this role.

X. Special Guest - Martha Alexander - HROE Assistant Director of Benefits Services

- a. There is a condensed open enrollment period, July 10th-31st, therefore, the Benefits team is encouraging those to re enroll quickly.
- b. Annual Wellness Incentive (Save \$30 on Health Insurance Premium) until June 30th
- c. Encouraging all staff to update personal information i.e: Beneficiary, address, phone numbers, etc.
- d. Open Enrollment Events: July 11th & July 13th
 - i. July 12th 8am-5pm
- e. Flyer found on May monthly Newsletter

X. Adjournment

Motioned by Catherine Halverson

Second by Sandra Church

XI. Common Grounds - Barbara Mendoza - Vice President of Marketing & Communications

Next meeting: June 20, 2023 in GSC Room 101 from 1:30 - 3:30 pm