

University Staff Council Meeting Minutes

Tuesday, November 21, 2023

8:45-10:45 am

General Services Complex 101 B/C

I. Welcome

II. Common Grounds - Dr. Michael Dewsnap, Executive Director, Aggie Way Engagement Program

III. Transition to General Meeting

IV. Call to Order - Catherine Halverson & Michelle Brown-Link

V. Roll Call of Members - Katelynn Kellogg

VI. Approval of Minutes - October 2023 - Gloria Brecht & Catherine Halverson

VII. Treasurer's Report - Tracey Posey

USC Conference Account \$15,000

General Account \$7,402.09

Purchases: Supplies, coffee and cookies for general meeting

VIII. Update from Meeting with Vice President of Human Resources - LaTia Wilson/Marcos Mendez

Galveston was having issues with their flu vaccines/ clinic. They resolved the issue by partnering with H-E-B.

Looking into more service opportunities for the USC as a whole. To live our mission and vision. We'll be looking into opportunities to get involved.

IX. USC Staff Inquiries - Marcos Mendez

1. A Thank you.
2. Question about our newsletter.
3. Question came in from a staff member not receiving our emails. Reminder that the USC newsletter goes out to all staff, but all other communications from us have to be sent out from us to our constituents.

X. Proposed Changes to Bylaws

1. Change to the attendance section of the bylaws to clarify when you need to send a replacement to the USC meeting and inform the secretary and chairs prior to the meeting letting them know you will not be present and who your replacement will be.
 - a. Vote - All in favor, none opposed.

XI. USC Committee Updates

1. Branch Committee (Katie St. Clair)

No updates. Next meeting Tuesday, Dec. 5th at 9:30am.

2. Communications and Outreach (LaTia Wilson)

Abby will be filling in for Pam Prasel. Latia is working with Abby to train and pass the torch.

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

Discussing how they could celebrate the Aggie Core Values, share stories, and have meaningful engagement.

3. Elections (Marcos Mendez)

Has not met. No updates. Will be meeting in December.

5. Professional Development (PD) (Michelle Brown -

Skipping Dec. Common grounds due to the holiday.

We're booked all through April. If you have someone you'd like to book for April, reach out

Employee Learning Week coming up 1st week of December. Will be hosted by Organizational Development. Includes in-person and remote options.

6. Staff Emergency Fund (SEF) (Kari DeStefano)

Approved 1 request in October and 1 request in November.

Had 2 come in that were not eligible.

Sitting around \$2,270.00

Hosted the Kendra-Scott fundraiser this past weekend, results will take a little while but hopefully we'll have an update by next meeting.

Next meeting will be in December and we'll be creating some smaller committees to focus on the 5k/10k race, fundraising, etc. and will be emailing a request for engagement.

Updated the wording on the SEF application and will be sending the new application to get on the website.

7. Work Life and Benefits (WLB) (Rebecca Luckey)

Haven't met, but will be meeting in December.

XII. External Committee Appointments

A. System Employee Benefits Advisory Committee- (Rebecca Luckey)

- a. No updates.

B. Transportation Safety Advisory Committee- (Jamie Norgaard/Katelynn Kellogg)

- a. Bush/Wellborn project approved, coming 2026.
- b. Prior to that project starting there will be

C. Dining Services Committee - (Tracey Posey)

- a. No updates.

D. Facilities Stakeholder Advisory Panel (Robin Williamson)

- a. No updates.

E. Operations Review Committee

- a. Discontinued. No longer active.

F. TAMU IT Governance Program - (Jeff Lowry/Shelly Drgac/Sally Yang)

- a. Discussed Ai's impact on the college. Discussing potentially creating an AI subcommittee. Meeting again in February.

G. HROE Task Force- (LaTia Wilson)

- a. Learned about the hiring/onboarding process for students, staff, and faculty.
- b. Sent out the survey about onboarding date preferences, utilizing the feedback to put together final recommendations on new onboarding dates.
 - i. Email LaTia if you have any populations or groups that may need special considerations when onboarding that don't meet the typical calendar dates.

H. Strategic Budget Council - (LaTia Wilson)

- a. ???

XIII. Additional Reports

A. A&M System Staff Councils Cohort (LaTia)

- a. Discussed Attendance Policies

B. JED Campus Initiative (LaTia, Sara, and Marcos)

- a. Program that will be focused on mental health.
- b. Initiative is being implemented on more than 400 campuses across the nation.

C. Room Relocations - January, April, and July

- a. January, potentially in equine center
- b. April and July TBD will have to change location.

D. State of the University Address

- a. Nov. 29th at 10:00am. You can attend in person or virtually. There should be some big changes and announcements made.

OPEN FORUM:

[12th Can Food Pantry on Campus](#)

Angel Tree happening now, info was emailed out

XIV. Adjournment

Next meeting: December 19, 2023, in GSC from 1:30-3:30 pm