University Staff Council Meeting Minutes  
Tuesday, October 19, 2021  
1:30-3:30pm, Rudder 601 or Zoom

I. Call to Order: Cynthia Billington  
Motion by Tracy Young  
Second by Monica Hartman

II. Roll Call of Members: Tamra Young

Absent: Lori Bienski, Katie Giordano, Stephanie Gomez, Natalie Shaw

III. Update on monthly meeting with Vice President for Human Resources and Organization Effectiveness- Cynthia Billington & Sarah Franke

- Admin position has still not been posted. Has talked to Damon Slaydon about it  
- Last year Work Life Benefits did a lot of work on the assessment of AWL. Sarah and Cindy will discuss with VP-HROE to ensure that the USC has a seat on the University Task Force

IV. Chief Operating Officer COVID Update- Cindy Billington

- Meet weekly with Faculty Senate, Student Body President, Greg Hartman, Distinguished Professor Rep and Graduate and Professional Student Body President. Discussing the COVID issues on campus. A lot of groups looking to staff for guidance and questions and guidance. Been able to share lots of information with these groups. Have been doing lots of wastewater testing after the games and there have not been large break outs. Greg Hartman mentioned has the report of the lessons learned task force  
- 2 people commented that the University Staff Council is very organized

V. Staff Inquires: Sarah Franke

- Haven’t had many inquiries since last month’s meeting  
- A few questions about employee tuition could be broadened. This issue is being reviewed and will continue to remain high in discussions for some time.  
- Vernon asked what it means by broadening the employee tuition to non degree seeking. Having to check because the funds are restricted.

VI. Treasurer Report: Eric Webb

- No expenses for last month (September)  
- Current balance $21,200 at the end of September  
- Conversations to be had for priorities to fund for this next year

VII. USC Committees

1. Branch Committee Members

- Haven’t met yet because one of the branch campuses is in Qatar. Meeting the 1st Monday of November to include all the branch members. Plan to have a full report for next month.

2. Communications – Outreach
Meeting held directly after the USC meeting on October 19.
Will be reviewing last year’s SOP, goals and accomplishments.
Will discuss new goals and SOP updates; the status of any working project; new ideas for USC marketing tools.

3. Elections
- Meeting on Friday, October 22nd at 1:30
- Big thing looking at is the coordinators meeting. Looking at having the breakfast but prefers the zoom meeting to be able to record it
- Will look at bylaws and discuss with Executive Committee to plan for possible realignments when the MGT report comes out and the need for elections to re-evaluate the number of representatives colleges and divisions have based on the number of staff in their respective units.

4. IERW
- Meetings will be held on the first Thursday of every month
- Planning on putting together a conference for May 20, 2022. Have some ideas of possibly partnering with other groups on campus, such as the Diversity Office and the Higher Education PhD program

5. Professional Development
- Meetings will be held on the first Thursday of each month
- Scheduling USC members that need to complete Strength’s Assessment
- Invite “Flourish” to present an overview. Date is to be determined
- Working with Tara Gray about bringing some of the programs in for USC Leadership Development Training

6. Staff Emergency Fund
- Have approved 2 applications, 1 not eligible, 1 sent back for more information
- Met to discuss goals for the year
- Balance as of August 31, 2021 is $9,656.68 and Year to Date Dispersed $23,179.00.
- For the first quarter September – November the committee will be working on setting the process, so it is clear.
- Bree made a one-page flyer that will be sent out to everyone on campus to help promote the SEF. Also looking to do some fundraising.

7. Work Life and Benefits
- Meetings will be held on the second Monday of every month
- AWL carry forward from last year. Making sure this makes it to HROE for review/consideration
- Communication of benefits and add one benefit to each monthly newsletter
- Communication of mental health resources
- Begin to prepare for the results of the MGT of America Consulting report – advocating and acting on behalf of the staff.
- Work on marketing the Wellness Works 30 minutes 3 times a week.

VIII. Reports External Committees
1. **Audiovisual Surveillance Technology Subcommittee**- Sarah Franke
   - Committee has not met

2. **Commission on Diversity**- Kristina Ballard
   - Wrapped up and submitted the report last November. President Young and Board of Regents approved in certain areas. With new leadership Dr. Frank Ashley and Annie McGowan have received the proposals from these task force groups to review including the backup and suggestions for moving forward.

3. **Council for the Built Environment**- Monica Hartman
   - Committee has not met

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

5. **Climate and Diversity**- Cindy Billington
   - Committee has not met

6. **SEBAC**- Holly Hudson
   - Met 10/8 to kick off the fiscal year with a review of the benefits mainly the financials and enrollment reports for the health and dental plans
   - System is in good shape. Financial loss due to COVID and lack of enrollment due to not hiring. A lot of claims not filed because people were not going anywhere due to COVID. Things look to be picking up.
   - Even though system offers all the programs, resources, and incentives, it is noticeable how few employees take advantage of them.

7. **Step in Stand Up**- Kari DeStefano
   - Committee has not met

8. **Task Force for Campus Emergencies**
   - Committee has not met - First meeting scheduled for October 20, 2021

9. **TAMU Sustainability Advisory Council (SAC)**- Sarah Franke
   - Committee has not met – First meeting scheduled for November 5, 2021

10. **TSAC**- Tamra Young
    - Transit ridership still 25% down from 2019 across the board, not a specific route
    - Quite a few negative comments on LinkedIn about the electric buses. The student representative requested Transportation Services to put out educational information to educate the students on why we have the electric buses and what makes them “better” than the diesel buses.
    - Ordered 9 new diesel buses, 6 were received during the week on September 27th, 2 more to be delivered the week of October 4th.
    - Quiet Zone at F&B will not take place until December. It will be a weeklong closer.

11. **University Dining Services**- Sally Yang
    - Meeting to be held on October 20, 2021 at 6pm at the University Club. Sally could not attend.

IX. **AWL**- Sarah Franke
    - Lots of work and research has been done for AWL. Would like some training, some resources, and some consent processes. That we recognize that this is not an entitlement to staff, but it is something provided for in the current SAP. This proposal will be taken to Damon Slaydon to talk to him about it. HROE is developing a task force for this process. Engineering and IT Governance will be representing and asking to have USC to have a seat on this task force.
    - Proposal recognizes that all positions will be eligible for the AWL and that the current SAP those positions are currently not eligible.
    - Proposal attached

X. **New Business**- Cindy Billington
- Mays holding a full day Women’s Conference in the Zone Club November. For men and women.
- Magnets have come and will be handed out today in person and mailed.
- Followed up with Monograms and More and have not heard anything back from them.

XI. Next meeting October 16th in Rudder 601 from 8:45-10:45 am. A zoom link will also be provided.

XXI. Meeting to Adjourn
Motion by Tamra Young
Second by Brittany Ramsey