University Staff Council (USC)
Meeting Minutes
September 18, 2018
8:45 a.m.-10:45 a.m.
Rudder, Rm. 601

Members Present: Kristina Ballard; Cari Bishop-Smith; Thadeus Bowerman; Annie Crump; Israel De Leon; Melissa Easley; Nicole Filger; Darla Guerra; Allison Harms; Peg Hosea; Ross Jarvis; John Kay; Jennifer Kuehn; Jill Lee; Sharon LeMieux; Deanna Lormand; Joy Monroe; Renee O’Banion; Kelly Peck; Lisa Pierce; Flora Reeves; Casey Ricketts; Barbara Schumacher; Doug Sweet; Stephanie Thompson; Shanielle Veazie; Elena Watts; Bethany Wright; Johna Wright; Sally Yang; Kimberly Zemanek.

Members Absent: Wendi Brewer; Cathy Capps; Sharon LeMieux; Kelly Pampell, Kristina Reyes

Visitors Present: June Vieira, HROE; Sara West, Galveston USC; TAMU-Kingsville USC member

USC Administrative Coordinator: Rose Berryhill

I. Call to Order (Casey Ricketts)
   At 8:45 a.m. Casey Ricketts welcomed everyone and called the meeting to order.

II. Presentation
   a. OFO Bikes with Mr. Ron Steedly, Transportation Services
      1. Reporting issues with OFO Bikes on campus can be emailed to ofobikes@tamu.edu
   b. Update given to the representatives on the USC Needs Assessment Study from June Vieira, Human Resources and Organizational Effectiveness.

III. Roll Call (Annie Crump)
   Member roll called.

IV. Welcome Visitors (Casey Ricketts)

V. Installation of New Members

VI. Approval of Meeting Minutes (Casey Ricketts)
   a. August 21, 2018 Meeting Minutes-Moved by Flora Reeves. Seconded by Johna Wright. Approved

VII. Reports
   a. Treasurer’s Report (Rose Berryhill)
      General – Beginning Balance $10,000.00, Transactions 0, Oct 1 should have the roll over from last year $6,200.00 estimate.
      Professional Development – Balance $4,54.16, Transactions 0
2018-2019 Executive Officers
Chairperson: Casey Ricketts
Vice Chairperson: Melissa Easley
Secretary: Annie Crump
Treasurer: Wendi Brewer
At-Large: Doug Sweet
At-Large: Johna Wright

b. Staff Inquiries (Melissa Easley)
1. #4996 Full-time lecturer and student needing tuition assistance. Is there any programs or scholarships available to faculty looking to pursue their education further? **RESPONSE:** The University Staff Council does not have funding to assist individuals with education expenses. You may qualify for the Tuition Assistance Program depending on how you are classified with Human Resources. You can read more about this program at https://wellnessworks.tamu.edu/financial/stafftuition.
Your department and/or graduate adviser may have additional resources for you to pursue as well.
2. #4997 List on the USC Webpage, Educational Discounts for teachers, faculty, and staff. **RESPONSE:** The University Staff Council is not involved with connecting outside business opportunities with our campus community. This is a function of our Human Resources and Organizational Effectiveness office. That office has a website called Perks Connect. If you would like that office to consider your opportunity, you may email them at info@perksconnect.com. I hope this information is helpful.
3. #4999 Fundraising opportunities **RESPONSE:** Thank you for your email communication to the University Staff Council. The Executive Committee will review your email for further action if necessary.
4. #5001 Only one day for spring break, in 2018 we were given three days off, why has it changed? **RESPONSE:** The Board of Regents has final say in university holiday leave. We are allowed 12-15 days of holiday leave per year. While University Staff Council does provide suggestions to the Office of the Registrar for preferred days, the final decision is made with the Board of Regents. Please know that the University Staff Council takes this issue seriously and have discussed it with the Executive Committee with suggestions for changes to the future holiday schedule.
5. #5003 Requested a phone to call for questions about the SEF forms. **RESPONSE:** All Staff Emergency Fund (SEF) questions should be directed to the SEF email address at staffemergencyfund@tamu.edu. We are in a transition period with leadership on that committee with the new year, but anticipate responses to begin going out again later in the week.
6. #5010 Issue of an Academic Newsletter for faculty and research positions, ranging from senior executive roles through to academic posts and research related positions, in higher education worldwide. **RESPONSE:** Our council does not serve the interests of faculty at Texas A&M. This correspondence would be better directed to the Faculty Senate.

VIII. Reports from USC Committees
a. None, USC is in the process of installing new members to committees.

IX. New Business
a. USC Committees will meet at the conclusion of this meeting and vote on a chair and/or co-chair for the By-Laws, Elections, Communications, IERW, Outreach, Professional Development, SEF and WLB
b. USC representatives retreat is scheduled for October 4, 10 am – 2 pm.

X. Old Business
a. Please submit all constituent requests, questions and suggestions by emailing to staff@tamu.edu for consistency and recorded official responses.
Announcements

a. Welcome speaker ideas for this academic year.

b. Meet in subgroups to discuss goals after adjournment.

Meeting Adjourned

a. Moved by Melissa Easley and seconded by Doug Sweet at 9:44am

Next USC Meeting: October 16, 2018; 1:30 p.m. – 3:30 p.m.; Emerging Technologies Building, Room 3002