University Staff Council (USC)
Meeting Minutes
January 15, 2019
8:45 a.m.-10:45 a.m.
Rudder Tower, Rm. 601

Members Present: Kristina Ballard; Wendi Brewer; Annie Crump; Melissa Easley; Katy Ellison; Nicole Filger; Darla Guerra; Peg Hosea; Ross Jarvis; John Kay; Jennifer Kuehn; Jill Lee; Melissa Loyd; Joy Monroe; Renee O’Banion; Kelly Pampell; Kelly Peck; Lisa Pierce; Brittany Ramsey; Flora Reeves; Casey Ricketts; Barbara Schumacher; Doug Sweet; Stephanie Thompson; Shanielle Veazie; Sally Yang

Members Absent: Cari Bishop-Smith; Thadeus Bowerman; Cathy Capps; Israel De Leon; Allison Harms; Sharon LeMieux; Deanna Lormand; Kristina Reyes; Elena Watts; Johns Wright; Kimberly Zemanek

Visitors Present: June Viera & Tami Overby, HROE

USC Administrative Coordinator: Rose Berryhill

I. Call to Order (Casey Ricketts)
   At 8:46 a.m. Casey Ricketts welcomed everyone and called the meeting to order.

II. Presentation
   “IT Governance Program – Learning Management System (LMS) Review Process” – Mr. Joshua Kissee, Chief of Staff to the Vice President for IT and Chief Information Officer (CIO)

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

IV. Welcome Visitors (Casey Ricketts)

V. Approval of Meeting Minutes (Casey Ricketts)
   December 18, 2018 Meeting Minutes-Moved by Doug Sweet. Seconded by Ross Jarvis. Minutes were approved.

VI. Reports
   a. Treasurer’s Report (Wendi Brewer)
      i. General – Beginning Balance $11,865.66; 1 transaction; $11,580.17 Ending Balance
      ii. Professional Development – 0 transactions; $3,946.66 Ending Balance

   b. Staff Inquiries (Melissa Easley)
      i. #5342 Educational Activity Leave; Leave to attend an Educational Activity. While it
is recognized that this leave is a wonderful benefit, there are many staff members that 8 hours in a fiscal year are not enough. Staff with multiple children, children with disabilities, etc. It is also recognized that other types of leave (sick and/or vacation) can be used, it would be nice for the system to consider increasing this benefit. They have respectfully thanked us for considering this request and pushing it forward to the appropriate offices. It is also realized that it may not come to fruition till long after they have the need, but an improvement to all applicable staff members is a good move.
RESPONSE: (Reference #4516 for similar inquiry that was sent to WLB Committee)
Thank you for bringing the issue of educational leave time to the USC. Discussion with the Executive Officers showed there is an interest and concern for this within the USC. The Chair and Vice chair will be presenting the issue of educational leave during our meeting with the Interim Director of HROE to express the staff’s suggestions of expanding it. Please share the USC minutes with anyone who wishes to follow this topic as the USC addresses it in the coming months.

ii. #5345-Outsourcing to SSC

While outsourcing of facilities services to SSC may have appeared to have been a good bottom line dollar move for TAMU, many staff wonder if it really was. The loss of caring about the work you do, pride in ownership of that work, feeling like you belong to the A&M Community (the look back at Mr Sharp's Open Forum when he failed to realize that the outsourced staff were not invited to the forum as they were no longer A&M employees... should have been very telling to those who can actually do something about this issue). The loss of good morale among those who serve the TAMU staff. The loss of some really good people. It appears that SSC are not doing a good job of training their people, regular SSC staff to serve. SSC seems to be switching out the working staff far too regularly, for who know what reasons. Sometimes staff do not know how to properly clean, follow instructions (or instructions are not trickling down clearly), etc. Once you get comfortable with the SSC staff who serve the TAMU staff, they change. TAMU staff can only suppose why this happens. Is there any way to begin moving forward to taking these SSC staff members back into the TAMU "fold"? In the least begin to have those conversations? What has outsourcing really cost TAMU? Is this something that the USC can push forward for consideration, who is fighting for those (now former) TAMU Staff members?
RESPONSE: Thank you for contacting the USC with this topic of staff concerns. Your communications has been forwarded to Ralph Davila to seek a more complete response from TAMU leadership with the contracting of facilities to SSC.
RESPONSE SENT TO MR. DAVILA:
The following response was receive from Mr. Davila in regards to your inquiry. I will also forward the attachment in a separate email. It is important to understand that these agreements that were executed in 2012 are not TAMU agreements, they are TAMUS system agreements executed by the Chancellor. There are similar agreements executed by TAMUS at all the regional campuses currently in place. In response to the question "Is this something that the USC can push forward for consideration, who is fighting for those (now former) TAMU Staff members?" I have no direction for you other than possibly reaching out
to the system about this matter. SSC is a vendor to TAMU. The agreements are service contracts with the expectation to meet a level of service. TAMU does not manage the SSC staff.

VII. Update on monthly meeting with Ms. Elizabeth Schwartz, Interim Vice President for Human Resources and Organizational Effectiveness (Casey Ricketts)
   a. Rescheduling meeting for January

VIII. Reports from USC Committees
   a. Bylaws Committee (Ross Jarvis)
      i. Reviewing Bylaws and constitution for language consistency; no planned changes to substance.
   b. IE&RW Committee (Kim Zemanek)
      i. The IERW met on December 18, 2018, and are revising our goals for 2019 as there has been some changes in HROE with Dr. Abercrombie leaving as well as a climate survey being sent out in 2020 by the Vice President for Diversity’s office. Our committee is in the process of setting up a quarterly meeting with the Vice President for Diversity as well.
   c. Outreach (Renee O’Banion)
      i. Committee met January 10, 2019 via webex. We are continuing to plan the details for the Supervisor Appreciation Reception. If you have not sent your supervisor’s name and email to Rose, please do so as soon as possible. We would like to send the “Save the Date” to your supervisors by the end of this month. New electronic form for outreach checklist sent via email to USC listserv. Contact Renee with any questions.
   d. Professional Development (Kelly Peck)
      i. Doodle poll was sent out for the Ad Hoc committee meetings for the Professional Development needs assessment.
   e. Staff Emergency Fund (SEF) Committee (Flora Reeves)
      i. Did not meet, no current applications under review. Reminder the payroll deduction must be renewed annually. The fund update includes numbers for November:
         Assistance provided/paid this period: $0.00
         Donations received: $10,175.00 (President donation 10,000.00)
         Funds balance (as of 11/30/2018) $15,900.29
   f. Ad Hoc Committees
      i. Inquiries Software – Johna Wright; Qualtrics demonstration for potential use at no cost to the USC. Other platforms would be of cost to the USC
      ii. Needs Assessment/Professional Development – Kelly Peck; Committee members are currently scheduling a meeting with Tami and June to facilitate the Mission/Vision work and should have an update for everyone next month.

ii. Reports from Special Committees, Working Groups or Appointments
   a. Transportation Services Advisory Council (TSAC) (Renee O’Banion)
      i. TSAC did not meet in January; however, they have asked us to pass on that neither Texas A&M permits nor Business permits are valid at the RELLIS campus.
There was a Distribution A email sent out just before the holidays concerning the services available for the RELLIS campus. If you did not receive this and would like more information, I can provide a copy for you. (Attachment in minutes regarding Distribution A email that went out to campus.)

iii. New Business
   a. Site visit to Galveston (Chair, Vice-Chair, Galveston Representative, and others) in February. Looking at visiting Dallas-Ft. Worth to visit the Law School and Dental School in April.

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

v. Meeting Adjourned
   a. Moved by Flora Reeves and seconded by Kelly Peck at 9:35 AM

Next USC Meeting: February 19, 2019; 1:30 p.m. –3:30 p.m.; Rudder, Room 601