

## University Staff Council Meeting Minutes

Tuesday, December 17, 2019

1:30 – 3:30 pm, Rudder, Rm 601

- I. **Call to Order:** Anne Crump
- II. **Roll Call of Members:** Sally Yang
- III. **Member Present:** Ballard, Kristina; Bienski, Lori; Camus, Vernon; Crump, Annie; Katie; Fernandez-Solis, Jose Dr.; Green, Ashley; Harms, Allison; Hosea, Peg; Hurt, Cindy; Kuehn, Jennifer; Lee, Jill; Nixon, Lana; Ramsey, Brittany; Reeves, Flora; Thompson, Stephane; Vasquez, Angela; Whitaker, Dana; Yang, Sally; Jarvis, Ross; Young, Tamra  
  
**Member Absent:** Billington, Cynthia (W); Castillo, Victor; Wendy Brewer (W); Melissa Easley (W); LeMieux, Sharon (W); Newton, Michell (W); Pierce, Lisa (W); Prather, Joe (W).  
  
Gayton, BB (W/O); Giordano, Katie (W/O); Gibson, Haley (W/O); Poremski, Sara Jo (W/O); Sharp, Amy (W/O); Veaszie, Shanielle (W/O); Capps, Kathy (W/O); Guest, Courtney (W/O)
- IV. **Recognition of Visitors:**  
  
Christina Court for Cynthia Billington  
Mary Ann Avado for Michelle Newton
- V. **Approval of Minutes from Previous Meeting:**  
  
Motioned by Jill Lee  
2<sup>nd</sup> by – Kristina Ballard
- VI. **Update on Monthly Meeting with Vice President for Human Resources and Organizational Effectiveness**
  1. Discussed Flourish and it should have a clear definition for staff using flexible time and wellness time
  2. Staff Appreciation Week will have a new format this year. In 2020, the president would like to have a year-long appreciation or one event during each quarter. Will still have the PMSA and departments and colleges can address support for their staff during this week as usual.
  3. Discuss a budget increase since the last one for the USC was back to 2011. Several new representative spots have been added to the council. Dr. Reisinger agreed to assist the USC with the cost of their Keystone software.
- VII. **Inquiries – Kristina Ballard:**
  1. No inquiries were submitted at this time through Keystone.

2. The chair followed up by stating she had received an email concerning the possibility of a sidewalk being placed between PA 100 and the Rec Sports. She will forward the question to the USC Work Life and Benefits Committee as well as to the CBE.

#### **VIII. Reports from USC Committees:**

1. Bylaws – Israel De Leon – No report given
2. Communications – Joe Prather

Jill Lee reported that the committee was approved \$500 budget for sings and magnets for campus breakrooms.

3. Elections – Lisa Pierce  
Nicole Filger reported they have begun the process for next year's elections and hope to have the election coordinators identified for terms expiring in August

4. IERW – Allison Harms  
The committee is working on theme ideas for campus-wide diversity summit, compiling a list of stakeholders, and preparing a budget estimate.

5. Professional Development – Cynthia Billington  
No report at this time

6. Staff Emergency Fund – Flora Reeves

Assistance supported this month is \$1500.00; donations received totaled \$150.00, which is up from last month; the balance is \$12,899.46.

7. Work Life and Benefits – Barb Schumacher  
The committee is currently working via email on peer review study reports to improve benefits for staff. Received an email from Dr. Strawser, who is presenting to the USC in February, which UBit is trying to repel the parking tax not being pre-tax eligible. Therefore, this subcommittee is waiting on the results.

#### **IX. External Committees:**

No Report

#### **V. New Business:**

1. The USC Spring Forum will be held in February. Working a couple of dates that have 3-4 of a new leadership panel available. Working to finalize the agenda, and will share in January

2020.

**VI. Announcements:**

1. Texas A&M Systems campuses will be Smoke-Free and Tobacco-Free starting on January 1, 2020.
2. The USC Chair reminded committee chairs that a report is needed at every meeting. Should they be absent please ask a committee member to give the report as your proxy. In addition, all representatives should send a proxy representative to the meetings on their behalf when missing a monthly meeting.

**VII. Motion to Dismiss:**

Motioned by Flora Reeves, Seconded by Jill Lee.

DRAFT