University Staff Council Meeting Minutes  
Tuesday, April 19, 2022  
1:30 – 3:30 pm, Rudder 601 or Zoom

I. Call to Order – Sarah Franke  
   A. Motion: Katelynn Kellogg  
   B. Second: Angie Vasquez

II. Roll Call of Members and Quorum update – Tamra Young  
   A. Present: Agatha Alonso, Kristina Ballard, Gloria Brecht, Debjyoti Banerjee, Cynthia Billington, Jennifer Bradford, Vernon Camus, Sandra Church, Kari DeStefano, Sarah Franke, Erin Hinojosa, Holly Hudson, Kelli Isaacks, Katelynn Kellogg, Kenny Kimball, Marcos Mendez, Alicia Meza, Kamola Milton, Martha Parker, LaTia Peavy, Tracy Posey, Courtney Charanza for Pamela Praesel, Brittany Ramsey, Tyler Raszick, Sharon Jefferson for Stephanie Thompson, Angela Vasquez, Robin Williamson, Bree Wright, Sally Yang, Tamra Young, Tracy Young  
   B. Absent: BB Barron-Gaytan, Lori Bienski, Carria Collins, Crystal Riles, Aimee Upton, Mohammad Younes

III. Welcome Visitors – Sarah Franke  
   A. Keith Hancock, Stacey Havel, and Adrienne Drake with HROE to talk about the upcoming Benefits Open Enrollment  
      1. Open Enrollment opens July 1st and closes July 31st. Absolutely no annual enrollment benefits changes will be allowed after July 31st.  
      2. New Programs/ Benefits effective September 1st– Family forming (Fertility and Adoption) and Enhancements to Financial Wellness, Propellor (Asthma program), & BCBS Learn to Live (Mental Health Resource)  
      3. Expect to hear from the System in May about the 2022–2023 Premiums for benefits.  
   B. University Update and Discussion– Greg Hartman and Damon Slaydon  
      1. The 41 working groups are advancing and continue to meet at least once a month. When a working group is complete, they turn an Implementation Memo into Greg Hartman. He has received his first draft Implementation memo from one team so far.  
      2. The Librarian/Libraries issue is one that is still doing a lot of work.  
      3. Greg is involved in the Fine Arts and Visualization and Student Health Services. Both groups are still working though some issues but are making good progress and Greg thinks people are optimistic.  
      4. The College of Arts and Science obviously is a huge group but are making good success and good progress.  
      5. Dr. Banks has big ideas about some things. From the new performing arts center which will be part of the new Visualization and Fine Arts, to a new Small Animal Hospital which the Legislature has helped us to fund, to long-term development
of a Small Animal Hospital and Research Facility, some new construction for KAMU, upgrade the Studio Facilities at Kyle Field. There are lots of big capital projects going on: Aggie Park, the Bush Library bringing in Marine 1- President Bush’s former helicopter will be a big new facility out there with catering and a restaurant, the Bright Complex, Kyle Field Football Field Complex, Indoor Track.

6. Greg mentioned they are trying to get better in their communication and now have a dedicated Communications person who works for him and the CFO. He is looking forward to continuing to have these types of meetings to be able to communicate with staff to provide information but also received feedback and ideas.

7. Damon followed with an update from HROE. They have 4 working groups, 3 of which deal specifically with the current HR structure. These working groups have spotlighted that there are a lot of individuals with specific needs across the University landscape and HROE is going to be proactive in ensuring that things aren't just College Station base things.

8. Currently looking into the existing HR Liaison Network. One of the working groups is working to repurpose it. Taking individuals that have mostly business titles, maybe some admin titles and looking at how we can advocate for them to be HR professionals at a general level, a specialist level, a manager level, or an administrative level and look to expand this career path for HR professionals.

9. HR working group for cross training. How to take existing part-time effort and make them full-time HR professionals and leverage the expertise.

10. Question about the AWL policy- the administration has been advocating with the system to allow us to do some analysis and come up with some new policies and procedures regarding how we would want to approach remote work in the future. We are aware there are other universities, as well as corporate entities and not for profits that are set up for this which makes them very attractive. We had to be thoughtful about that from both recruitment and retention perspectives. The system has requested us to work with them but to do some analysis of what’s happening in the higher education landscape. The higher education advisory board, which is a group that works for higher education institutions across the country and that we belong to, has all the best experts at this issue and we started working with them to first do an assessment of our current Alternate Work Location policy, assess how we are doing, and then looking at trends in higher education, and finally asking them to come back to us with some possible ideas. Damon and Greg have to a couple presentations so far and are really impressed with the information they are gathering. The advisory board has asked to present, along with the Education Advisory Board, at the Board of Regents meeting in May. They intend to present findings and make recommendations about the future direction of AWL system-wide. Their goal would be to come back in August to the Board of Regents with a set of recommendations for implementation

IV. Approval of Minutes (March meeting)
   A. Motion: Martha Parker
   B. Second: Sandra Church
V. Reports:

A. Inquiries: Sarah Franke

1. Question about staff awards. The Liberty staff are putting together a listing of all awards that were available to staff so that they could be more intentional about nominating staff for those awards.

2. Questions about USC terms that are ending for some of our members.

3. Questions regarding if the University was doing anything collectively for Staff Appreciation. No, they are not other than the PMSA awards ceremony that is on Monday, April 25th. We have heard of different divisions and departments that did something for their staff, but if you are in a division or department that didn’t do anything, and you can be the catalyst for change we encourage you to do that.

B. Treasurer update: Sarah Franke

1. Balance $14,950.74

2. Total charges for March: $126.72
   a) Rental equipment $50.00
   b) Postal service- $2.12
   c) March USC Mtg Food- Kolache Rolf’s $74.60

VI. Committee names:

1. Branch Campus - Stephanie
   a) Emergency Alert Systems
      (1) We are having a lot of issues with our branch campuses in Dallas with them not getting notified quick enough. Recently there was an active shooter situation close to the campus. They didn’t get any notification. And then there was an SSC employee that was murdered in one of the parking lots where staff must park that is across the street from the campus. Again, no notification to the employees.
      (2) May need the Staff Council as a whole to assist in determining why an emergency system hasn’t been set up.
      (3) Hoping for next month to have something ready for the emergency alert system for the USC newsletter and to maybe add to the website.

2. Communications - LaTia
   a) Worked with Lily on getting a flyer together and sent out about the upcoming fundraiser on April 25th at Raising Canes from 5:00pm-10:00pm.

3. Elections - Marcos
   a) The council voted 23 yes and 3 no or other for postponing the elections until September 2022.
   b) Based on the By-Laws there will be an Executive Officers election as normal in May.
   c) Those representatives that are scheduled to roll off in August have been asked to stay on until the next elections if they can. If they cannot, we understand. Representatives who have completed their term will be receiving individual correspondence about the possibility of extending.
4. Inclusion, Equity and Respect in the Workplace – Jennifer Bradford
   a) The Diversity Conference that is being planned for May 20th has been postponed until the fall to give more time to figure out some of the logistics and allow more time to raise more funds.
   b) Cindy mentioned that she and Sarah spoke with Damon at their monthly meeting, and whereas we did get some funds from the Office of Diversity, he mentioned possibly partnering with the university to also help with fund and elevate the event.

5. Professional Development – Carria
   a) No Report

6. Staff Emergency Fund – Tracy & Kari
   a) Only had one application for March but they were not eligible, so no reviews for the whole month.
   b) Financials have not come in from the Foundation. Will send to Tamra when they are received.
   c) Sarah has arranged for the SEF Committee to have a table set up at the PMSA Awards on Monday, April 25th with information to give to staff that are attending the awards.

7. Work Life Benefits – Sarah Franke
   a) Talked about some professional development opportunities that are available through HR.
   b) After meeting with Damon we have decided to table any sort of further discussions about staff scholarships or additional participation in the Leading Self Modules, they are maxed out on their class size right now and not able to expand. It is thought that supervisors aren’t wanting to spent $1800 on a self-development program at this time due to when there is a chance that employee may be moved and not work for them any more after all of the MGT Implementation is completed.

VII. External Committees
   A. Audiovisual Surveillance Technology – Sarah Franke
      1. No report
   B. Council for Built Environment – Monica Hartman
      1. No report - council has been dissolved
   C. Diversity Operations Committee – Marcos Mendez
      1. No Report
   D. Climate & Diversity – Cindy Billington
      1. No Report
   E. SEBAC – Sarah Franke
      1. No Report
   F. Step in & Stand up – Kari DeStefano
      1. No Report
   G. Task Force for Campus Emergencies – Kam Milton
1. Talked about the Code Maroon Alerts with the tornado warnings the week of April 11th, how some people go them at different times than others and some didn’t get them and why.
2. The reason was they were different intervals of the tornado hitting at different places.
3. Why was the decision made to not have classes after 5:30pm? The decision was made because there were still students on campus walking around and hanging out when there was supposed to be a “tornado”? The University did not want to have the liability, so they decided to release the students.

H. Sustainability Advisory Council – Sarah Franke
1. No Report
I. TSAC – Tamra Young
1. Reminder that Holleman at Wellborn Road will be closed in both directions starting May 16th through August. They will be bringing Wellborn Road up to Holleman to eliminate the big dip at the railroad tracks.
2. Question about the 2818 project- there is still 2 years left on the project. They are widening 2818 and putting in Emerging diamonds to help eliminate traffic cross to help with the flow of traffic and less accidents.

J. University Dining Services
1. They did a tour of the Winnie Carter Wildlife Center
2. They donated food from the Duncan Dining Hall to the Center every Friday.
3. Dining Services is working on a very exciting in the fall they are going to provide mobile ordering on campus. More information will be on their website soon.

VIII. Celebration of Service – Sarah Franke
A. May 17th after the meeting all USC members invited to lunch at Papa Perez in Bryan.

IX. Adjourn
A. Motion: Kam Milton
B. Second: Tracey Young

X. Next meeting
A. May 17, 2022 8:45am- 10:45am Rudder 601. Zoom link available on our website for out-of-town representatives and campus constituents.