

# University Staff Council Meeting Agenda

Tuesday, February 18, 2025  
GSC Complex; 1:45pm-3:45pm

## I. Welcome

## II. Call to Order – Chair Katie St. Clair

Motion: Sharon Alderete at 2:39pm

Second: Rebecca Luckey

- Mission: The University Staff Council (USC) cultivates a collaborative work environment for Texas A&M staff under the Office of the President through quality representation, impactful service, innovative programs and open workplace communications.
- Vision: Staff feel supported, included and valued in this environment where we practice respect, excellence, leadership, loyalty, integrity and selfless service.

## III. Roll Call of Members - Secretary, Clint Patterson

## IV. Approval of Minutes - January 2025

## V. Installation of elected officers - Mark Gleason

- Chair – Katie St. Clair
- Vice-Chair – Jennifer Enloe

## VI. Treasurer's Report - Tracey Posey

As of 02/18/2025:

Account	Account Name	Balance	
240196-11000	USC Engagement Conference	\$15,000.00	
218930	USC General Account	\$7,254.01	January 2025 Balance
	Expenses	0.00	January 2025 USC meeting was online due to inclement weather
		\$7,254.01	February 2025 balance

## VII. Update from Meeting with Interim Vice President of Human Resources - Katie St. Clair

- Jan Mtg - Discussion regarding Code Maroon messaging during winter weather (1/20 - 1/22)
- USC Participation in Executive Search Committees; currently 5 active committee appointments
- Use of AI to support staff operations
- March 7th Staff Appreciation Day
- **Call for Service:** Request for USC Reps to serve as ushers for the President's Meritorious Service Awards, Rudder Auditorium, Wednesday, April 16th, Time: TBD
- **Employee Engagement Survey Responses due by 11:59 PM Friday, February 28th**

## VIII. USC Staff Inquiries - Katie St. Clair

Received two suggestions; shared with WLB for further discussion

- Access to benefits for perimenopausal/menopausal women
  - Ovia+ Health App (connect with experts, resource library, symptom tracking)
  - Hello Heart App (support for cardiovascular health)
- Employee only gym

Discussed both inquiries based on February 2025 Common Ground – Living Well

## IX. USC Internal Committee updates

### 1. Branch Campus Committee

- Committee met and discussed:
  - Centralization of HROE & IT divisions; Quick look re-assessment at branch campuses
  - McAllen Campus leadership transition
  - Dentistry 5K
  - Law local Staff Council

### 2. Communications and Outreach Committee

- **Texas A&M at Work:** Promotion of Common Grounds, USC Staff Meetings, and Maroon and White Fun Run.
- **Digital Signage:** Common Grounds speaker series shared with content managers as a voluntary display across campuses. Working on an approved graphic to share for monthly meetings and the Maroon and White Fun Run.
- **Website:** Continuing to update pages on staff.tamu.edu.

### 3. Community Engagement and Respect in the Workplace (CERW)

- **Staff Appreciation:** efforts are near finalized at the Presidential level to get a communication out regarding Staff Appreciation Day on March 7th. Because things aren't 100% finalized we're not making any formal announcements, instead encourage Staff Council members to talk to their staff leadership to make plans for Staff Appreciation day. For any guidance please reach out to Daniel, Noeline or CERW committee members
- **HROE Leadership Updates:** the question had been asked about the latest regarding the VP of HROE position opening and what the status is on getting that backfilled

### 4. Elections Committee

- Spring effort remains focused on clarifying a few aspects of the election process and USC new member process:
  - USC Election Committee provides guidance to divisions as needed
  - Anticipate ~5 USC membership vacancies that terms end in 2025
  - New member elections within representative units = March/April
  - Office election process = May/June

### 5. Professional Development Committee (PD)

- Common Grounds Speakers booked March 2025 – September 2025
  - 3/18: Sarah Franke, Advocacy
  - 4/15: President Welsh
  - 5/20: Stephanie Burns & Madison Botkin, Office for Youth Engagement
  - 6/17: Peter Lange, Chief Operating Officer
  - 7/15: Kegan Clark, Program Coordinator, Academic Affairs
  - 8/19: Skip due to USC Retreat
  - 9/16: Adam Mikeal, Chief Information Security Officer

### 6. Staff Emergency Fund Committee (SEF)

- Committee met and discussed:
  - Applications continue to be received
  - December statement shows \$13,904.26 (still waiting ~\$3,000 to be dispersed)
  - Total donations (not including Race and Office Contributions) were \$2371.77 for the year (Jan-Dec)
  - Handful of TAMU staff donating monthly
- Maroon & White Fun Run 5k
  - Saturday, May 3, 2025
  - [Registration website is live!](#) Event flyers available
  - Proceeds contribute to Staff Emergency Fund
  - Service opportunities:
    - Outreach help is still needed for donations and sponsorships

- Pre-race and race day support.
- Contact Jeremy Moore if interested: [jeremymoore@exchange.tamu.edu](mailto:jeremymoore@exchange.tamu.edu)

## 7. Work Life and Benefits Committee (WLB)

- Committee met and discussed:
  - **Birthday Leave**
    - USC body could consider this and submit a proposal for TAMU HROE leadership consideration
  - **Differences between State Agency Employees & State Higher Education Employee Benefits?**
    - Still pending an official definition of differences between. Anticipate a response back soon to share at the USC March meeting.
- Committee scheduled to meet February 27, 2025
  - **Discussion topics include:**
    - Employee gym
    - Wellness support for Perimenopausal/Menopausal Women

## X. External Committee Appointments

### System Employment Benefits Advisory Committee - Rebecca Luckey

- SEBAC committee met February 18, 2025 and discussed:
  - Delta Dental
  - Employee benefits
  - Tax season and Payroll Office (1095 C)

### Transportation Services Advisory Committee - Lt. Jennifer Enloe

- Committee met and discussed:
  - Are partial weekly parking permits available? For example: for employee only reporting to campus 2-3 times per week
  - Transportation Services reported they are working on software that will support this for future considerations.

### Dining Services Committee - Tracey Posey

- Meeting February 18, 2025

### TAMU IT Governance Program - Jeff Lowry

- No report

### Strategic Budget Council - Katie St. Clair/Tracey Posey

- Continue to meet

## Business Services Advisory Council - Katie St. Clair

- Emburse (Chrome River) Update
  - Implementation is ongoing
- Update on HROE Progression
  - Evaluated all HROE functional areas, integration of data analytics, customer service approach, consultative approach for organizational development
- Budget and Legislative Update
  - Tuition Freeze for FY26 & FY27
  - House/Senate Budget 1st Draft - 5% reduction (TAMU \$52 million over biennium; loss of institutional enhancement funds)
  - Campus Leadership Testimony to Senate Finance Committee Hearing on 2/7
    - Reinstate institutional enhancement
    - STEM Funding
    - Capital Projects (e.g. Classroom building on West Campus)

## Jed program Steering Committee - Melissa Bohnsack

- Progress made on committee priorities:
  - Postvention plan and policies
  - Substance use/misuse: changing culture
  - Training for supporting, reporting, and referral: faculty, staff, students
    - Received funding from a non-profit foundation to develop this training- hopefully coming soon

## Sesquicentennial Executive Committee - Catherine Halverson

- In review. More update at future USC meeting.

## University Sustainability Advisory Committee - Sean Cargo

- No update

## AI Steering Committee - Daniel Roberts

- No update. Anticipates meeting in future weeks.

# XI. Additional Reports

## 2024-2025 Goals:

### **Enhance Communication Channels and Serve as a Liaison**

Strengthen internal communication by serving as a liaison between staff and university

Updated 3/17/2025

administration. This includes implementing regular updates, gathering staff feedback, and addressing concerns to promote transparency and ensure that staff voices are heard.

### **Increase Visibility and Awareness of University Programs and Staff Council**

Boost the visibility of the University Staff Council, its representatives, and university programs by developing targeted awareness campaigns. Highlight professional development opportunities and foster greater engagement among staff members.

### **Foster Staff Well-being and Professional Development**

Focus on improving staff well-being, retention, and compensation by advocating for pay equity, cost-of-living adjustments, and organizing professional development programs. Support staff growth through workshops, training sessions, and initiatives that enhance career advancement.

## **XIII. Adjournment**

**Motion: Sean Cargo at 3:58pm**

**Second: Jamie Norgaard**

**Next meeting: March 18, 2025, GSC 101 A from 8:45am - 10:45am**

**Common Grounds:** Sarah Franke, Director of Staff Advocacy & Support; [News Link](#)