

University Staff Council Meeting Agenda

Tuesday, January 21, 2025

8:30pm-:30pm

Zoom; 8:45am-10:45am

I. Welcome

II. Call to Order – Vice-Chair Katie St. Clair

Motion: Rebecca Luckey

Second: Michelle Brown-Link

- 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 - December 2024

V. Special Election Update - Mark Gleason

Special election during today's meeting for USC Vice-Chair. Two nominees include Jennifer Enloe & Noeline Gunasekara.

Election ballot link emailed by Parliamentarian to USC members in meeting. Election conducted electronically during the meeting. Election results to become public at the conclusion of this USC meeting.

Special Election processes discussion, which is vague according to USC by-laws. This situation guides the task of reviewing and updating (as needed) by-laws.

Parliamentarian proposed the following timeline:

- Draft by April 2025
- Elicit USC feedback May/June 2025
- USC vote for approval over summer 2025

- Ready to start Fall 2025

Overall goal is to clarify while also maintaining flexibility for USC.

VI. Treasurer's Report - Tracey Posey

USC engagement conference –	\$15,000.00
USC general account -	\$7,353.63 (December 2024 balance)
Expenses -	\$99,62 (Kolache Rolf's for December meeting)
	\$7,254.01 – January 2025 balance

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

Update at the February USC meeting

VIII. USC Staff Inquiries - Katie St. Clair

Former USC representative, Martha Parker is working on a current TAMU IRB approved study – Research on Stress in Office Workers. USC membership (and TAMU employees) invited to consider participating:

https://tamu.qualtrics.com/jfe/form/SV_065RDAPzxmsxrOS

IX. USC Internal Committee updates

1. Branch Campus – Wesley Swanson

- 5K ex-officio Jeremy Moore joined Branch Campus Committee
- Discussed how to get Maroon 5K to branch campuses

2. Communications and Outreach – Chelesy Cooke

- **Texas A&M at Work:** Links to event postings for monthly meetings/Common Grounds; provided save-the-date information for the Maroon and White Fun Run.
- **Digital Signage:** Common Grounds panel series shared to content managers as a voluntary display across campuses. Working on an approved graphic to share for monthly meetings.
- **Website:** Continuing to update pages on staff.tamu.edu.

3. Community Engagement and Respect in the Workplace (CERW) – Noeline Gunasekara & Daniel Roberts

- Met with Blake Parrish (HROE) and Sarah Franke (Staff Advocacy) regarding Staff Appreciation.
 - Context: In the past at TAMU, this was a week-long programming but is now no longer that. Conversation(s) evolving and ongoing. Living Well is in existence now. National Employee Appreciation Day is March 7.
 - Stay tuned for future reports

4. Elections Committee – Mark Gleason

- 27 votes thus far in Special Election
- USC membership should contact Mark if experience issues

5. Staff Emergency Fund Committee (SEF) – Ashley W & Jennifer Enloe

- Kendra Scott Valentine's Day Profit Share is set to be scheduled for **Friday, January 31st 3PM - 5PM**
- SEF Applications increasing
 - 17 SEF applications reviewed for 2024-2025 (previous years have 10-12 by January)
 - 11 approved
- Share ideas regarding profit-share opportunities
- Maroon & White Fun Run 5K (Jeremy M)
 - Branch campus – flyers for sponsorship ready to go w/QR registration codes
 - Branch campuses can be flexible on day/time
 - Goal is to fundraise the cost of the event so many funds available for SEF
 - Feb 1 goal to kick-off registration

6. Professional Development Committee (PD) – Michelle Brown-Link & Justin Brown

Not met since winter holidays

Common Ground speaker sessions are booked.

Common Grounds Speakers:

2/18: Kourtney Bassett, Living Well

3/18: Sarah Franke, Advocacy

4/15: President Welsh

5/20: TBD

6/17: Peter Lange, Chief Operating Officer

7/15: TBD

8/19: USC Retreat

Staff Mentoring Academy – look for invitation to join pilot program

7. Work Life and Benefits Committee (WLB) – Rebecca Luckey & Jamie Norgaard

- Met Thursday, 1/19 and follow-up with USC Executive Committee
- On WLB radar & with Katie (monthly dialogue with HROE leadership)
 - Birthday leave (administrative leave policy)
 - Employee Assistance – employees do school; (ROI w/Sarah F)
 - Successful to have on the Employee Experience survey
 - Paid Parental Leave inquiry – received from Texas State (guidance from HROE) – state guidelines means state employees to get paid parental leave but not so for higher education state employees

X. External Committee Appointments

A. System Employment Benefits Advisory Committee -

Rebecca Luckey

- No updates; next meeting in Feb 2025

B. Transportation Services Advisory Committee - Lt. Jennifer

Enloe

- No updates

C. Dining Services Committee - Tracey Posey

- No updates; next meeting on February 18th

D. TAMU IT Governance Program - Jeff Lowry

No updates; next meeting on February 6th

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

- 2-3 meetings per week. Switched to colleges & other academic units discussions. Continues until late February > working groups. Lots of information and very productive.
- Division briefings wrapped up in mid-December
- Colleges and other academic units briefings continue through end of February

F. Business Services Advisory Council - Katie St. Clair

- No update; next meeting is Friday, January 31st

G. 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
- Peer Support
 - “Aggie Peer Advocates”- Replacing Aggie Helpline
 - Opportunity to create sense of belonging

H. Sesquicentennial Executive Committee - Catherine

Halverson

- No updates; Likely meeting soon if vision is approved.

I. University Sustainability Advisory Committee - Sean Cargo

No updates

J. AI Steering Committee - Daniel Roberts

- What would TAMU employees want to see on a new AI website under “work” ?
- www.ai.tamu.edu

XI. Additional Reports

- Vice-Chair election results: Jennifer Enloe elected Vice-Chair
- Announcement of 4 HRD-UG interns with Center for Teaching Excellence (CTE) and Secretary Clint Patterson – Andie Atienza, Arianna Blumenthal, Vanesa De Santiago, and Emily Hodges

2024-2025 Goals:

Enhance Communication Channels and Serve as a Liaison

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

Second: Michaela Thomas

Next meeting: February 18, 2025, GSC 101 A/B from 1:30pm - 3:30pm

Common Grounds: Kourtney Bassett and [Living Well Initiative](#)