University Staff Council Meeting Minutes  
Tuesday, January 18, 2022  
8:45-10:45am, Rudder 601 or Zoom

I. Call to Order: Cynthia Billington  
Motion by Kari DeStefano  
Second by Joe Prather

II. Roll Call of Members: Tamra Young  
Absent: Dr. Banerjee, Jennifer Bradford, Vernon Camus, Stephanie Gomez, Holly Hudson, Marcos Mendez, Sally Yang

III. Approval of December Meeting Minutes  
Motion by Sarah Franke  
Second by Kristina Ballard

IV. Reports  
• Covid Update- Cindy Billington  
  o The university understood that they received 100,000 COVID test, once they started handing out the free tests, they realized they had not received 100,000. They have since talked to the company and they are sending more tests. This next round of handing out of tests an individual can only get 1 box but hoping to be able to go back up to 2 boxes per person after that.  
  o COVID numbers are starting to come down, but they anticipate here in Bryan/College Station they don’t expect the numbers to start coming down for another couple of weeks with all the students coming back to town. They anticipate the first or second week of February before the numbers to start coming down.  
  o 2 big areas of concern are the areas of food and transportation.  
  o The $50,000 that was an anonymous donation to the A&M Foundation for COVID Emergency Relief and thought it was gone. We have recently found out that there is more than $50,000 left to be used for COVID Emergency Relief for staff and faculty. Cindy will connect USC treasurer, SEF Fund co-chairs, Courtney and the appropriate person in the president’s office to move forward.  
• MGT Implementation Committee & Working Groups- Cindy Billington  
  o Kick-off meeting this Thursday, January 20th  
  o Current understanding is the working groups are going to be kept very small

V. Staff Inquires: Sarah Franke  
• Mainly the inquiries have been administrative about the website and links not working

VI. Treasurer Update: Sarah Franke  
• Eric Webb the elected Treasurer has left the University and taken another job. We have had one person reach out that they would be interested in taking on this position. That person is Carria Collins. With quorum the council voted for Carria Collins to be the new Treasurer for the remainder of the year.
VII. USC Committees

Branch Committee Members- Stephanie Thompson/ Tracy Posey

Emergency Alert Systems
- Brittany reported that she set up a meeting with security, but they didn’t show up. She will follow-up.
- Vernon will outline how to get on the EAS at Galveston and use as a base for other campuses to use.

Communication
- Compiling data on emails received that don’t impact branch campus.
- Will collect information through February and compile data
- Tracey is going to reach out to Josh Kissie over Health Science Center IT to get insight on where to start in terms making change.

COVID/Vaccinations/Testing
- Brittany reported testing is always available at the college through the nurse’s station. The entire campus is being tested on January 10.
- Vaccinations not as readily available (COVID, Flu Shots) on branch campuses
- Tracey will reach out to College Station to see how vaccines and testing works there.
- Brittany will check with her team to determine who would be in charge of setting up vaccinations and testing.
- Brittany and Tracey will meet in late January to discuss findings.

Communications – Outreach
- The newsletter has been approved
- Magnets have been sent out
- Now starting to work on stickers

Elections
- No update

IERW
- Working on the Diversity Workshop scheduled for May 20th.

Professional Development
- Working with Living Well to see if they are available to come to the February meeting to do a presentation
- Carria is the current Chair of the Professional Development Committee. Katelynn is going to work with Carria and the rest of the committee on how to proceed.

Staff Emergency Fund
- Met briefly on January 3rd to discuss potential fund raising for SEF. Tracy has reach out to someone at the foundation to get approval of what is allowed. We have not had any applicants this month.
- Current balance is $8,021.68.
- In talking with the Foundation, we found out we can do any kind of profit share with local businesses, we can do the car wash and can encourage employee to seek their charitable gifts through payroll deductions as possibly a one-time payment rather than continuous payments for the year.
Work Life and Benefits
• Main thing WLB is working on is the wording on the Sick Leave policy. Instead of using the word sickness changing it to physical or mental illness.

VIII. Reports External Committees
Audiovisual Surveillance Technology Subcommittee- Sarah Franke
• No report
Council for the Built Environment- Monica Hartman
• No report
Diversity Operations Committee- Marcos Mendez
• No report
Climate and Diversity- Cindy Billington
• In process of reviewing the college and unit DE&I reports. Will finish by end of February.
SEBAC- Holly Hudson
• No report
Step in Stand Up- Kari DeStefano
• No report
Task Force for Campus Emergencies
• No report
TAMU Sustainability Advisory Council (SAC)- Sarah Franke
• No report
TSAC- Tamra Young
• No report
University Dining Services- Sally Yang
• No report

IX. Next meeting February 15th in Rudder 601 from 1:30-3:30 pm. A zoom link will also be provided for those at the Branch campuses.

XXI. Meeting to Adjourn
Motion by Sarah Franke
Second by Katelynn Kellogg