

Minutes from January 13, 2022

Call to Order

- Dane called the meeting to order at 2:03 p.m.

Approval of previous meeting minutes

- Dane presented the minutes from the Dec. 9, 2021 meeting. Jeremie made a motion to approve the minutes as presented, which was seconded by Leo. It was approved by all.

Updates and comments from the President

- Due to a spike in Covid cases in the area and on campus, the meeting was held through Zoom. A small group who could not join a Zoom meeting individually met in the Senate Chamber and spaced out to be part of the meeting. Dane said he hoped that everyone was well and doing fine
- Dane introduced guest speaker, Amber Black, Assistant Vice President of Student Affairs. Amber told the group about Connect Coaching. The University is concerned about the 57.7% retention rate, and is hoping that Connect Coaching will help new students get more involved on campus.
 - On the second day of orientation, after students have had their advising appointments and signed up for classes, they will meet with a Connect Coach in the Cornette Library. This person will get to know the student a little bit and use information from a student survey to help a student get connected with needed services and possible extra activities or student organizations.
 - There will be three coaching levels: Head coaches, committing to seven of the nine NSOs; coordinating position, committing to four or five NSOs; and special teams coaches, those committing to two or three NSOs. Trainings will be held later in the semester.
 - Parents will be with their students in an attempt to keep students on campus for the Connect Coaching. Carolina raised a concern that if parents are present, some students might not be comfortable talking about certain interests.

- Randy Rikel is working on a new policy for gift cards, which would not allow for the purchase of a gift card with University funds. Any gift cards would need to be donated or bought with one's personal money. The policy would also not allow for University money to be used to put money on a Buff Gold Card account. This raises concerns about money placed on a Buff Gold Card account each month for the Employee of the Month recipient. Dane will take the concerns and questions to Randy Rikel.
- Dane again reminded the committee chairs and officers to update the folders in the G drive to help the next person who fills that role next year.

Staff Council Subcommittees

- Employee of the Month – Leo for Berlin
 - Lauren Gaston's reception on Jan. 11 went well. Everything is currently on track and in progress for the January 2022 EOM.
- Treasurer and Scholarship Committee – Lauren
 - More expenses are rolling in for the Thanks for Giving and Holiglaze events. Some reports are running two to three months behind, so Lauren may be reaching out for receipts or document for Staff Council records.
 - There were many scholarships given out for the spring semester. The scholarship accounts will no longer be needed after this spring due to the new employee tuition waiver that also impacts employees' family members. There is no word yet on what will happen to that money.
 - David made a motion to approve the Treasurer's Report as presented, which was given a second motion by Barbara F. It was approved by all.
- Staff Appreciation and Events – Julie for Beth
 - The committee has discussed making the Summer Fun Fest a Staff Council event and not just that of the Staff Appreciation and Events committee. More details will be coming toward that change and what it will entail.
 - The committee is also gearing up for the I Caught You Caring campaign in February.
- Spirit Committee – Brittney
 - The committee will meet in late January or early February to talk about spring plans.
 - If you have ideas, please send them to Brittney.

- Professional Development Committee – Dane for Abby
 - The book club is progressing nicely, and Abby will soon contact those who are receiving free books.
 - Abby requests that Staff Council members each send at least two recipes of any category to her for the Staff Council recipe book.
- Communication and Outreach Committee – Sami
 - The website is being updated. Sami hopes to get the Staff Council page added to the tab for faculty and staff. She will also update the resource page with a benefit of free audio books for employees from the Cornette Library.
- Election Committee – Carolina
 - Nothing to report.

New Business

- Dane said Rogers Lead WT is currently recruiting students.

Announcements

- None

Adjourn

- Dane adjourned the meeting at 2:48 p.m.

Respectfully submitted by Amanda Rogers, secretary

Staff Council Member	Term	EEO Category	Present	Attended Since June 2021
Betts, Abigail "Abby"	2022	EEO 3	N	5
Eatley, Julie	2023	WTAC	Y	6
Ellis, Sandra	2022	SSC	Y	7
Faltinek, Jerry	2023	EEO 3	Y	7
Farley, Austin	2023	EEO 1	Y	2
Ferrara, Barbara	2022	EEO 5-7	Y	4
Flatt, Kenneth	2023	SSC	Y	4
Freas, Mary	2023	EEO 4	N	7
Galloway, Carolina	2021	EEO 1	Y	7
Gaston, Lauren	2023	EEO 3	Y	8
Glenn, Dane	2022	EEO 3	Y	8
Green, Ryan	2022	SSC	N	4
Green, Samantha "Sam"	2023	EEO 3	N	7
Lee, Brittny	2023	EEO 1	Y	8
McIntosh, Berlin	2022	EEO 4	N	7
Middleton, Jeremie	2023	EEO 1	Y	8
Mowry, Beth	2023	EEO 4	N	5
Palmer, Barbara	2023	EEO 1	N	7
Reid, Leo	2022	EEO 1	Y	6
Rogers, Amanda	2023	EEO 4	N	7
Thompson, Sami	2022	EEO 3	Y	4
Webber, Darcy	2022	EEO 3	Y	6
Wilson, David	2023	EEO 3	Y	6
Wopperer, Jamie	2023	SSC	N	2
Young, Sonja	2023	EEO 5-7	N	4

Thursday, January 13, 2022

- **Call to Order**
- **Approval of previous meeting minutes**
- **Guest Speaker**
 - Amber Black w/ Connect Coaching
- **Updates and comments from the President**
 - Gift Cards Policy
 - Updating Staff Council folder – G Drive
- **Old Business:**
- **Staff Council Subcommittees:**
 - Employee of the Month Committee - **Sam**
 - Treasurer & Scholarship Committee - **Lauren**
 - Approval of Treasurer's Report
 - Staff Appreciation & Events Committee -**Julie**
 - Spirit Committee - **Brittney**
 - Professional Development Committee - **Abby**
 - Communications & Outreach Committee - **Sami**
 - Election Committee - **Carolina**
- **New Business:**
 - Any New Business from the Floor?
- **Announcements:**
 - Office of Career and Professional Development - **Sam**
 - Rogers Lead WT - **Dane**
 - Any other announcements?
- **Adjourn**

Staff Council



Treasurer's Report as of December 9, 2021 - January 12, 2022

Staff Council Operating Fund / 11-0785021-92			
Balance 12/09/2021		Opening Balance	\$7,535.13
	9-Dec	Study Abroad Donation- Facebook Contest	\$100.00
	9-Dec	Study Abroad Donation- Thanks for Giving	\$100.00
	17-Dec	Print Shop	(\$5.52)
	17-Dec	Postage	(\$40.00)
	23-Dec	Aramark	(\$560.88)
	23-Dec	Aramark	(\$93.75)
	23-Dec	Aramark	(\$78.36)
	23-Dec	Aramark	(\$138.95)
	23-Dec	Cake Company	(\$41.20)
	23-Dec	Hobby Lobby	(\$27.40)
	23-Dec	Amazon	\$21.29
		Ending Balance 01/12/2022	\$6,770.36
Tuition Assistance Fund Scholarship / 11-0787001-92			
Balance 12/09/2021		Opening Balance	\$146,130.00
	20-Dec	Contributions	\$40.00
	12/16 - 12/20	\$250 Scholarship x 2	(\$500.00)
	12/15 - 1/10	\$500 Scholarship x 22	(\$11,000.00)
	12/14 - 1/06	\$1000 Scholarship x 22	(\$22,000.00)
	15-Dec	\$1500 Scholarship	(\$1,500.00)
		Ending Balance 01/12/2022	\$111,170.00
Staff /Faculty Endowed Scholarship (Interest) / 50-0687212-92			
Balance 12/09/2021		Opening Balance	\$2,588.98
	12/14 - 12/15	\$500 Scholarship x 6	(\$3,000.00)
	22-Dec	Endowment Earnings	\$1,405.14
	22-Dec	Endowment Earnings	\$20.94
		Ending Balance 01/12/2022	\$1,015.06
Staff/ Faculty Endowed Scholarship (Principle) / 50-1687212-92			
Balance 12/09/2021		Opening Balance	\$97,800.00
		No change	
		Ending Balance 01/12/2022	\$97,800.00
Staff/ Faculty Endowed Scholarship (Interest) / 19-0487115-92			
Balance 12/09/2021		Opening Balance	\$4,242.34
	12/14 - 12/15	\$500 Scholarship x 6	(\$3,000.00)
	22-Dec	Endowment Earnings	\$1,008.24
	22-Dec	Endowment Earnings	\$15.02
		Ending Balance 01/12/2022	\$2,265.60
Staff/Faculty Endowed Scholarship (Principle) / 30-0689108-92			
Balance 12/09/2021		Opening Balance	\$68,075.00
		No Change	
		Ending Balance 01/12/2022	\$68,075.00
WTAMU Staff Leadership Scholarship (Interest) / 50-0687163-92			
Balance 12/09/2021		Opening Balance	\$1,176.22
	22-Dec	Endowment Earnings	\$289.97
	22-Dec	Endowment Earnings	\$4.32
		Ending Balance 01/12/2022	\$1,466.19

Outstanding Items	Amount
Total Outgoing	
Operations Account Balance	
Adjusted Balance	0.00