

Staff Council Meeting Minutes – August 13, 2015

1. **Call to Order:** Betty called the meeting to order at 2:05 p.m.

2. **Attendance:**

2015-2016 Staff Council Member	Term	EEO Category	Present	Meetings Held Since June 2015	Meetings Attended Since June 2015
Antunez, Gilbert	2017	3	N	3	2
Bedwell, Larry	2016	SSC	Y	3	3
Cross, Stephen	2017	5	Y	3	3
Elms, Johnna	2016	4	N	3	2
Hampton, Jarvis	2017	1	Y	3	2
Hobbs, Misty	N/A	5	Y	3	3
*Johnson, Alicia	2016	1	N	3	1
Long, Kasey	2017	3	N	3	2
Machado, Ricardo	2016	SSC	Y	3	3
McIlroy, Sherri	2017	4	N	3	2
Rausch, Mary	2017	3	Y	3	3
Riggs, Cindy	2016	SSC	Y	3	2
Rosales, Gaby	2014	SSC	Y	3	3
Rueda, Misty	2016	3	Y	3	2
Scantling, Mickie	2017	5	Y	3	3
Stocker, Betty	2016	4	Y	3	3
Sweetgall, Linda	2017	4	Y	3	2
Swindell, April	2016	3	N	3	2
Vanlandingham, Wendi	2017	1	Y	3	3
Vizzini, Beth	2017	5	Y	3	2
Warren, Becky	2016	3	Y	3	2
Womble, Lynsee	2017	3	Y	3	3

3. **Guest Speakers:**

- a. Mike Knox (Vice President of Student Affairs) and Dr. Christina Cox-Leisinger (Assistant VP of Student Affairs) chair the Behavioral Intervention Team (hereafter, BIT). The BIT “provides early intervention and support to students who may display behavior that causes reason for concern for the welfare of the individual or the University community.” Staff are very involved with students, many times on the front line. If you have any doubt whether or not to contact the BIT—contact the BIT. You might have a piece of a much larger picture. More information is available on the BIT webpage: <http://wtamu.edu/student-support/student-affairs-biteam.aspx>
- b. Angela Allen, Chief Diversity and Inclusion Officer, spoke about her office and its upcoming programs. Diversity and inclusion training is available for staff. There are regularly scheduled training sessions, as well as sessions that can be customized for a particular office. Diversity Week will be September 8-12, with a University event on Thursday, September 10. More events are scheduled throughout the year. More information is available on the Office’s webpage: <http://wtamu.edu/about/office-for-diversity-and-inclusion.aspx>

4. **Review of Minutes from July 9 meeting:** Stephen moved to approve the minutes as submitted, and Larry seconded. All voted to approve the minutes as submitted.
5. **Treasurer's Report:** April was not able to attend the meeting, so no Treasurer's report was submitted. It will be submitted next month.
6. **Committees:**
 - a. **Employee of the Month:** duties have been figured out. Congratulations to Michelle Vinyard of Educational Services, the August Employee of the Month!
 - b. **Scholarship and Tuition Assistance:** Preference is given to people seeking their first bachelor's or master's degree. The email discussions have been extremely helpful in clarifying issues. Do we need to look at the instruments and clarify wording?
 - c. **Staff Appreciation:** Snacks in September—build your own trail mix or candy bag? Chocolate bars are given to staff in October. Is there a health awareness week or month? Perhaps a discounted membership for the VHAC could be offered during that time. Extra time at lunch to work out or attend a workout session is allowed, with supervisor approval.
 - d. **Staff Development:** the next Brain Break is on Wednesday, August 19. Michael Reagan and Andrew White from Information Technology are the speakers.
 - e. **Election Committee:** Alicia Johnson has transferred to the Dallas area. Her spot needs to be filled by the next person on the ballot.
 - f. **Homecoming Committee:** No report.
7. **Old Business:**
 - a. **New Staff Orientation:** On hold until September.
 - b. **Blood Drives:** The blood drives had a total of 27 units donated by staff.
 - c. **Employee of the Year Reception:** It went very well. A question about the reserved parking spot--Raymond didn't receive his spot until September of 2014. The sign will be moved on September 1. Dr. O'Brien suggested that everyone put their names on the cookies they made or brought. The bill for the reception was \$47.
8. **New Business:**
 - a. **Staff Development:** Are we hosting/sponsoring a Gingerbread House competition at the University holiday party this year? When should planning start and emails go out?
9. **Other Business:** None.
10. **Adjournment:** Lynsee moved to adjourn the meeting, and Misty seconded. The meeting was adjourned at 2:44 p.m.

Next Staff Council meeting is Thursday, **September 10**, at 2 p.m. in the Buff Branding Room (Rm. 12) of the JBK.

Respectfully submitted by Mary Rausch, Secretary