

Staff Council Meeting Minutes – September 13, 2018

Attendance – 4 meetings since June 2018

Guests present: None

2018-2019 Staff Council Member	Term	EEO Category	Present	Meetings Attended Since June 2018
Andersen, Rik	2019	EEO 3	Y	4
Bonilla, Harlee	2020	EEO 4	N	2
Buckelew, Vicky	2019	EEO 4	N	1
Bustos, Amber	2020	EEO 3	Y	4
DePue, Brooke	2020	EEO 3	N	2
Ferrara, Barbara	2020	EEO 5-7	N	3
Galloway, Carolina	2019	EEO 1	Y	2
Johnson, Brandon	2020	EEO 5-7	N	2
Lawson, Amanda	2019	EEO 3	N	1
Lucero, Leroy	2020	SSC	N	2
Mayo, Jeff	2020	EEO 4	Y	2
McNeill, Walter	2019	SSC	N	1
Neill, Kristi	2020	EEO 3	Y	4
Pacheco, Brandy	2020	EEO 4	Y	2
Palmer, Barbara	2019	EEO1	Y	3
Reagan, Michael	2020	EEO 3	Y	4
Seymour, Max	2019	EEO 1	Y	4
Simmons, Shawna	2019	EEO 3	Y	4
Trevino, Nicole	2020	SSC	N	1
Ward, Megan	2018	Ex Officio	Y	3
Watts, Albert	2020	SSC	N	1
Wilson, David	2020	EEO 3	Y	4

1. **Call to Order** – Max called the meeting to order at 2:02pm
2. **Review/Approval of Minutes from previous meeting**, August 9, 2018
 - a. David moved for approval and motion seconded by Shawna
 - i. Minutes approved
3. **Treasurer’s Report** – (Kristi Neill) for **August 10 – August 31, 2018**
 - a. Michael moved to approve and motion seconded by Rik. All voted in favor and motion carries.
4. **Old Business**
 - a. Attendance for Employee of the Year Receptions
 - i. Attend if you can.
 - b. Thank you notes from Scholarship Recipients
 - i. Wanted to share them with Staff Council. Read through them and pass them along.
5. **Staff Council Subcommittees**
 - a. Employee of the Month (Megan Ward)

- i. The September recipient is Dayna Schertler. Invite for the reception will be sent soon.
- b. Scholarship & Tuition Assistance (Shawna Simmons)
 - i. Not a lot going on. Working on scholarship instrument.
- c. Staff Appreciation (Max Seymour)
 - i. October 18 event - Cookie break, hot chocolate and apple cider.
 - ii. End of November – You are appreciated candy bars
- d. Election Committee (Megan Ward)
 - i. Getting with Tadhi on filling Walter McNeill’s seat
 - ii. Working on filling Harlee’s seat
 - iii. Reminder about attendance
- e. Homecoming (Michael Reagan)
 - i. Sent email about door decorating and buffalo chip contests
 - 1. Six doors registered
 - 2. Prizes secured from the gold card office and the bookstore.
 - ii. Prizes secured from gold card office and the bookstore.
 - iii. Working with James Webb on text-to-vote
 - iv. Waiting to hear from Aramark about donating food for prizes
- f. Staff Development – Brooke out no report – meeting on 9/14

6. New Business

- a. Nominations for Committees:
 - i. 2 Grievance Committees
 - 1. Meet on an as needed basis. Handles student complaints.
 - 2. Shawna will do it again if not still on it.
 - 3. David volunteered.
 - 4. Kim Kopke nominated as another potential candidate
 - ii. JBK Student Center Advisory
 - 1. Meets once a semester.
 - 2. Jeff Mayo volunteered.
 - iii. Virgil Henson Activities Center Committee (None SEES member)
 - 1. Meets once a semester - Michael Reagan volunteered.
- b. Any Concerns
 - i. Labor Day – was basically a staff day
 - 1. State determines the days but a letter will be sent to Randy.
 - ii. Customer service to students
 - iii. Comp time for new hires who transfer from one department to another.

7. Announcements

- a. Homecoming Week October 1-6

8. Adjournment – 2:25pm

- a. Rik moved for adjournment and Michael seconded the motion
- b. Passed unanimously

Next meeting is scheduled for October 11, 2018 at 2pm in Buff Branding Room 12.

Respectfully submitted by Secretary, Amber Bustos