Staff Council Meeting  
Minutes – March 7, 2012

I. Call to Order  
The meeting was called to order by Wally Barnes, Staff Council President, at 1:35 p.m.

II. Approval of Minutes  
Minutes from February 2012 were approved as presented.

III. Treasurer’s Report  
Bonnie Ponce provided the report on the two Staff Council accounts.  
A. Friends of Staff Council (account 211018-100000-80) has a balance of $1,098.40.  
B. Operating Budget (account 140100-100004-60) has a balance of $3,856.73.  
   • Special Events:  
     o Events - $1,956.02  
     o Spotlight on Staff - $203.57  
   • Staff Development: $764.40  
   • Campus Enhancement: $225  
   • Communication and Administration: $500

IV. Chair’s Report  
A. Staff Excellence Award Process  
   • Wally is still working with Debra McCall on this.  
   • The names will be taken off the nomination forms for the committee in the future.  
   • Working together on a rubric.  
B. Rita Caso discussed the Great Colleges to Work For Survey (coming soon).  
   • Non-exempt employees will be excluded from this year’s survey.  
   • An internal survey will be conducted in May for the non-exempt staff using Lime Survey. The information from this survey will go to the President and President’s Cabinet.  
C. Wally reported his answers from his meeting with Mr. Hooten and Mr. Hammonds regarding the Employee Background Check Best Practices. He provided a handout with those questions and responses.  
   • Wally will follow up on what is considered “sensitive” positions for student workers.

V. Committee Reports  
A. Administrative Issues - Amanda emailed Staff Council with the two proposed amendments to the Staff Council by-laws. However, since there were not enough members present, the amendments will be voted on at the next Staff Council Meeting in April.  
B. Campus Enhancement - John reported that the crosswalk at Old Main Market will be striped by the City of Huntsville by the end of next week. They will also be re-striping other crosswalks on Sam Houston Avenue.  
C. Communications - Thomas requested pictures from the Occupy the Rec event and any other Staff Council events.  
   • Sheila suggested putting the Facebook logo on future emails and publications.  
D. Special Events – Julie reported the following.  
   • Spotlight on Staff for March will be March 8th.  
   • The Luau will be April 27th at the PAC.  
   • The Ice Cream Social will be Friday, July 13th from 1:30-3:00pm.  
E. Staff Development – Kristy reported the following.  
   • Professional Development Conference
Registration will close Friday, March 9th.
There are currently 175 registrants.
Sheila Cannon has the sign-up sheets for volunteers. Floaters are especially needed.

- Occupy the Rec was a success, but more Staff Council members at future events is strongly encouraged.

VI. New Business
A. Upcoming Staff Council elections.
   - Wally will email Staff Council requesting volunteers for the election committee.
   - Stephanie will assist in setting up a survey on Lime Survey for the elections.

VII. Upcoming Events
A. Norma encouraged participation at the Breakfast with IT on March 19th at 7:30 am in ABI room 144.

VIII. Guest Speaker Yvette Shorten. Ms. Shorten discussed the Blue Jeans for Healthy Genes program and encouraged Staff Council members to get their departments involved.
   - April is Primary Immune Deficiency Month and she would like to bring awareness to Sam Houston State University.
   - Funds raised are used for screening babies for immune disorders and deficiencies.
   - Employees pay $10 to wear jeans to work on the last Wednesday of the month, April 25th.
   - There will also be a reception at LEMIT on that day.
   - She can be reached by email at wys001@shsu.edu for additional information.

IX. Adjournment
The meeting was adjourned at 2:40 pm.

Minutes prepared and submitted by:
Mandy Carrell