Staff Council Meeting
Minutes – May 8, 2013

I. Call to Order
The meeting was called to order by Stephanie Fors, Staff Council Chair, at 1:30pm.

II. Approval of Minutes
Minutes from March 2013 were approved.

III. Treasurer’s Report
Weslie reported on the two Staff Council accounts.
A. Operating Budget (account 140100-100004-60) has a balance of $2,410.21.
B. Friends of Staff Council (account 211018-100000-80) has a balance of $1,627.47.

IV. Standing/Ad Hoc Committee Reports/Updates
A. Nominations & Elections Committee
   • Stephanie reported that 33% have voted so far.
   • Theresa reported that the IT division is lacking representatives.
   • Stephanie reported that IT suggestions for representatives came after ballots had already gone out and that perhaps if anyone drops off from that area, make a member decision at the time it’s needed.
   • The Woodlands Center has indicated they want a representative on Staff Council at all times. The topic was opened to discussion.
     o Wally felt they are so remote that they would not have an equal opportunity in being elected to serve on Staff Council.
     o Mandy expressed concern that if Staff Council makes an exception for one area, then all others areas would want the same courtesy.
     o Stephanie and Theresa pointed out that all Staff Council meetings are open to any staff who wishes to attend, they just can’t vote on items.

V. New Business
A. Stephanie discussed Staff Excellence Award process.
   • Last year Staff Council requested that names be redacted from the nomination forms to keep a consistent and unbiased decision.
   • Stephanie served on this committee this year as a representative for Staff Council.
   • Stephanie reported that the decisions made were clean and fair and was pleased with the process.
B. HR Policy Review
   • Page 3- “Employees should be mindful…” The tone of the statement was discussed and some members felt it seemed punitive. No suggestions of rewording was made. Lori suggested the wording is to protect the university.
   • Page 4-requested clarification on sick pool leave.
   • Page 5-Staff Council members discussed the various proposed changes.
   • Page 6-Bereavement Leave; Immediate family is defined differently than on page 3.
   • Page 8-Foster Parent Leave; Staff Council members felt this type of leave should also be extended to temporary foster parents.
C. Committee Restructure-Stephanie requested ideas for restructuring the current committees to better serve the present goals and purpose of Staff Council.
• Theresa indicated that the Campus Enhancement committee has very little to do and could possibly be combined with another committee.
• Stephanie suggested maybe a Campus Advancement committee. Maybe have a review of the by-laws every other year.
• Stephanie suggested maybe changing the Communications Committee to a “Media Team”.
  o Have this committee post something on the Staff Council Facebook page once a week.
  o Train 1 or 2 members on updating the webpage.
  o Have 1 or 2 members help with routing mass emails.
• Possibly break out Spotlight on Staff to a committee of 3.
• Combine the Special Events committee and Staff Development.
• Stephanie would like ideas to be submitted and form a Committee Restructure Committee.
  o That committee would meet May 22.
  o Meet again May 29 or June 5.
  o The committee would bring recommendations to the next Staff Council monthly meeting.
  o Wally and Weslie volunteered on the spot.

VI. Upcoming Events
   A. A date has not yet been set for the Ice Cream Social/Christmas in July Food Drive, but it will determined soon.

VII. Adjournment
   The meeting was adjourned at 2:30pm.

Minutes prepared and submitted by:
Mandy Carrell