

Sam Houston State University
Staff Council Meeting
June 11, 2008
1:30 p.m., LSC 304

A. Call to Order

- a. The meeting was called to order by Staff Council Chair, Kristi Kreier, at 1:35 p.m.
- b. Kristi expressed her appreciation to the Council for serving this past year.
- c. Minutes from May 2008 were reviewed and changes were approved:
 1. Section D. Committee Reports, Staff Development Committee shall read "no report given."
 2. Section D. Committee Reports, Administrative Issues Committee shall read "no report given."

B. Old Business

- a. No Smoking Policy – Kristi Kreier announced that it was approved by the President’s Office and that President Gaertner will put together a committee to decide on smoking sites.
- b. “Spotlight on Staff” – it was decided by Council members to get the nominations on our own and not use the pool from the Staff Excellence nominations, especially since the criteria for the two are different. It was also decided to pick someone randomly from a list of staff members. Kristi Kreier explained that it might be more personable if someone from the Public Relations Committee could interview the selected person with questions that the committee could create.

C. New Business

- a. Staff Council Election Committee (Valerie Sparkman, Chair) will be meeting following the SC meeting to discuss election ballots and by-laws. Valerie announced that there were not very many nominations and felt that the form was too long. Kristi asked Staff Council members to review the by-law handout that she gave everyone to see what changes the Council could suggest to the Election/Nomination Committee. The following changes were recommended and approved:

Article III. Membership, Section 7. Provision of Removal from Office should read: 1. Any member/representative whose absence “is unexcused for (3) three regular and/or special called meetings of the Staff Council during the year shall automatically be removed.” Remove the last sentence in this category: “A new representative...” Remove the entire item #2.

Article III. Membership, Section 2. Staff Council Representation, Item #2. In the sentence, “The Division and populations...” remove “every three (3) years” to read “annually.” Terri Neiderhiser reviewed the by-laws and made

suggested changes. Kristi Kreier asked Council members to review the by-laws and e-mail her with suggested modifications.

D. Committee Reports

- a. Communications Committee – Chair Angie Burns announced that the Staff Council newsletters are ready. She mentioned there will be some minor changes before they go out to the community. The newsletters will be placed in stands outside of the LSC. The committee also reviewed past minutes to see what issues have never been resolved to work on next year. They did notice repetitious problems that were never resolved, and suggested that the Staff Council members hold a team building retreat at the beginning of the fiscal year. The committee updated the Staff Council website with layout changes. Kristi suggested that the Executive Board members’ picture from this year be added to the website.
- b. Public Relations Committee – Chair Sophia Polk stated that the committee is finalizing details for “Spotlight on Staff” and will have information at the next Staff Council meeting.
- c. Staff Development Committee – no report given
- d. Administrative Issues – no report given
- e. Campus Enhancement Committee – Chair Vicki Barrilleaux passed around handouts showing the locations of current bike racks on campus – 532. She stated that UPD does not have the man power to address bikes parked in “no parking” locations. She also mentioned that the committee saw no need to move currently installed bike racks because they are already placed in good locations. There are also motorcycle parking spots by the parking garage and the LSC which are never fully utilized.

E. Adjournment

- a. The next meeting of the SHSU Staff Council is scheduled for Wednesday, August 13, 2008, at 1:30 p.m. in LSC 304.
- b. A motion to adjourn was made, seconded, and a unanimous vote ended the meeting at 2:45 p.m.

Minutes taken by Trina Strange