

Sam Houston State University Staff Council

Meeting Minutes

January 12, 2005

I. Call to order

Cindy Allbright called to order the regular meeting of the SH Staff Council at 1:43 p.m. on January 12, 2005, in LSC 315.

II. Minutes

- a) December 8, 2004, minutes accepted as corrected.

III. Committee Updates

- a) Communications Committee:
Committee needs to include the new direction of Staff Development Committee to add to newsletter.
- b) Public Relations Committee:
 - 1. Discussion on scheduling the Lee Drain Atrium for the Spring Ice Cream Social.
 - 2. Discussion on helping the Walker County Fair Association.
- c) Administrative Issues Committee:
 - 1. The committee handed out the final copy of the holiday schedule. Discussion on listed holidays. A motion was made by Dorothy Roberson to accept the final draft of the holiday survey and Joellen Tipton seconded.
 - 2. The Grievance Committee gave several handouts regarding the proposed options for a plan for Sam Houston State University to adopt for its grievance plan. Those documents included Grievance Procedure for Academic Policy, Grievance Policy for University of North Texas, and the Grievance Policy for Stephen F. Austin State University. Staff Council was asked to read those and address any questions or comments to the Staff Council email list.
- d) Staff Development Committee:
 - 1. Committee wants a confirmed list of names to order name badges for Staff Council members.
 - 2. Discussion on the direction of the Staff Development Committee needs to be going. Discussed a need to go to each representative staff area on campus and see what is currently being done. Staff Council can then make suggestions on improving or suggesting workshops for staff employees.
- e) Campus Enhancement:
No updates at this time.

IV. New business

- a) Election Committee:

1. Council must have one person from each EEO Category. The Staff Council President has named the committee members. Members are: Joellen Tipton, Renee Starns, Carol Simpson, Carey Jordy, Frieda Turner and Bradley Perkins.

V. Adjournment

Carey Jordy moved to adjourn the meeting, and Terri Harvey seconded. All members present agreed, and the meeting adjourned at 2:27 p.m.