

Staff Council Meeting
October 17, 2007
1:30 p.m.

- I. Call to Order
 - a. The meeting was called to order by Staff Council Chair, Kristi Kreier, at 1:35 p.m.
 - b. Minutes were looked over and there were no corrections; a motion to approve the minutes was made and seconded.

- II. Guest Speaker – President Gaertner
 - a. He thanked council members for serving on the Staff Council and said he appreciates all that the Council does.
 - b. President Gaertner discussed how happy he was that the University was able to forestall the name change from Sam Houston State University.
 - c. There is discussion of a new SHSU building being placed in The Woodlands to help with enrollment.
 - d. He also discussed the importance of having 3 SHSU Alumni on the Board of Regents and how politically that could help with degree development and new buildings.
 - e. President Gaertner said there were changes at the University level that were taking place as well:
 1. The new mall will be huge and the Telecommunications building will be removed.
 2. ABV (College of Humanities and Social Sciences) building is underway.
 3. Final approval granted for the Performing Arts Building.
 4. New dining hall to exist in parking lot across the street from the Health Center.
 5. 300 new parking spaces available due to Colony Apartments being demolished.
 6. Discussion about a new shuttle system.
 7. New sidewalk from North of Bowers Stadium into campus.
 8. Discussion of a ramp off of Bowers Stadium parking onto a second-level parking area by the intramural fields.
 - f. He again thanked the Council for doing a “noble job” and asked if anyone had any questions. The questions that came up were:
 1. Is the University planning on increasing staff positions with the increase in enrollment and faculty hires? He stated that with the increase in designated tuition, there would be a “significant portion” that would go to hiring new staff.
 2. How do you suggest staff help to retain students on weekends? He stated there is no immediate answer and suggested looking at activities going on at the LSC, Dining, Student Activities, Residence Halls, and the hours of the Library and University Bookstore.

3. What is SHSU's connection with the new conference center being built in Huntsville? Dr. Gaertner stated that SHSU owns the land where the conference center is to be built. He said there is a postponement at the moment because of a push from surrounding cities to get a conference center with hotels and restaurants there, but, if the deal goes through, it will provide a nice facility to hold events.
4. What are your thoughts about having a crosswalk put in at Avenue H? He thought it was a great idea and said he would look into it.
- g. Dr. Gaertner then stated he had a meeting to attend and would have to leave. The Council applauded and thanked him before he departed.

III. Old Business

- a. Fall Social (Sophia Polk, Chair of Public Relations Committee) – She announced that the social will be held on October 31 from 11:30 a.m. – 1:30 p.m. in the LSC Ballroom.
 1. She asked the Council Members to bring 2 dozen baked cookies the day of the social (October 31st).
 2. ARAMARK will cater the hoagies for 475 people and chips, sodas and water service for over \$2,000. It was suggested that we do without the sodas and have just the tea/water service to cut down on cost since the Council's yearly budget consists of only \$2,500.
 3. The Public Relations Committee will decorate that morning around 10:00 a.m. and will be able to use decorations from Student Activities and Criminal Justice.
 4. She asked members to wear their Staff Council shirts, but since most of the members do not have one, it was suggested that nametags be made instead.
 5. Sophia asked for the Council members to arrive at the LSC Ballroom by 11:15 a.m. to make sure everyone was available once the SHSU staff started arriving at 11:30 a.m. She also asked that everyone stay the entire time to help with clean-up at 1:30 p.m.
 6. There will be a suggestion/comment box available at the event along with a sign-in sheet.
 7. There was a suggestion that the University Advancement payroll deduction forms be made available for the SH Annual Fund drive.
 8. Flyers and mass e-mail to go out to SHSU Staff on Monday, October 22, 2007. It was also suggested that a link from the Staff Council website be listed in the mass e-mail.
- b. Goody Bags (Valerie Sparkman, Chair of Staff Development Committee) – She stated that the committee will need help stuffing the bags and that a location was needed to do so. Patricia Osborne stated that the Theatre Center has two large rooms (Rooms 140 and 141) available to store and stuff the items. Valerie stated that the bags should arrive on the 30th, so there will be a tight turnaround.

1. With the discount from Walgreens (15% off) and the donation from Provost Payne (\$100), the goody bags will not cost the Council anything.
2. It was decided that the goody bags should be handed out to SHSU Staff as they leave the event.
3. The bags will include a newsletter with a letter from Kristi updating the staff on what the Council has and will be working on this fiscal year.

IV. New Business

- a. Parking Permits – Kristi announced that Chief Culak will be our guest speaker at our November meeting to discuss this item.
- b. Someone asked if a Friends of Staff Council account could be set-up and everyone agreed that it was a good idea, Donna Artho will check on it.

V. Committee Reports

- a. Communications Committee (Angie Burns, Chair):
 1. Newsletter to be constructed for goody bags – Chairs of committees, please send an update by Monday, 10/22, on what your committees are working on or finalized last semester; will mass e-mail the newsletter as well as stick in goody bags. There will be 400 color copies, which will not cost the Council anything as departments have donated their services.
 2. The committee compared our Staff Council website to other Staff Councils at other universities to find ideas on how it can be more useful. There will be a “give feedback” link as well as a “frequently asked questions” area.
 3. The committee will go over all minutes to see what issues were not resolved so the Council can work on those items.
 4. They would also like to come up with a new Staff Council logo to include on nametags, website, etc.
- b. Administrative Issues Committee (Wes Boyd, Chair):

No report.
- c. Campus Enhancement Committee (Elaine Lewis –in place for Vicki Barrilleaux, Chair):
 1. Discussed adding park benches around campus under trees.
 2. Starting a “Dispose of Your Butt” campaign to get people to pick-up cigarette butts off of our grounds.
 3. Looking at creating smoking lines like other universities have where there is an actual line drawn on the ground within 20 ft. of a building and have campus police patrol to give citations. Kristi thought this might be something we could discuss with Chief Culak at the next meeting.
 4. There was a suggestion that more bike racks need to be added to campus -- someone mentioned that the President’s Cabinet is taking steps to improve this problem. Another suggestion in regards to this problem was to charge a \$5.00 permit fee for bikes to help with the cost

of racks and it would help with tracking the owner of the bike if there is a violation.

VI. Discussion items

- a. Chip Bounds asked if the Council could come-up with a retirement gift to hand out to staff when they retire. The Staff Development Committee will work on coming up with an idea on a gift. Please e-mail Valerie Sparkman with any ideas.
- b. Kristi announced that she has received numerous e-mails and phone calls thanking and acknowledging the job that the Council is doing. She said that we need to expect to have more responsibilities and that we need to be sure to attend all of the meetings.
- c. Kristi asked the Council to e-mail her with any issues that need to be discussed with Chief Culak.

VII. Adjournment

A motion to adjourn the meeting was made and seconded; the meeting adjourned at 2:55 p.m.

Minutes taken by Trina Strange