

# **SHSU STAFF COUNCIL MINUTES**

February 11, 2004

Meetings of the Staff Council are open to all SHSU staff employees, but certain issues may be discussed by the Staff Council in closed session at the discretion of the Council Chair. Please feel free to contact any member of the Staff Council with concerns you feel need to be addressed at our meetings. We request that agenda items be submitted at least one week prior to a scheduled meeting.

- I. **Welcome** – The Sam Houston State University Staff Council met on Wednesday, February 11, 2004 in the Lowman Student Center, Room 315 with nineteen (19) regular members and three (3) alternates present. Keith Jenkins, Chair, opened the meeting at 1:30 p.m.
  
- II. **Review of Minutes** – It was announced that the minutes of the meetings would be approved by the Council prior to posting them.
  
- III. **Old Business**
  - A. **Standing Committee Reports**
    1. The Communications Committee had no report.
    2. The Staff Development Committee had no report.
    3. The Administrative Issues Committee reported on the need of getting staff accomplishments on Today @ Sam. We need to encourage all staff to get information to the Public Relations Office. It was decided that a certificate would be presented to all staff who achieved academic degrees while employed in a full-time staff position. Will begin the research on developing a staff grievance committee. Will talk to our Human Resource Office and also the Faculty Senate and see what their current guidelines are.
    4. The Public Relations Committee reported that there were several events coming up that the Council could get involved in. They included the Walker County Fair and the Relay for Life. The idea was introduced to have a yearly event such as a toy drive, food drive, or school supply drive. We will visit more on this issue at a later meeting.
    5. The Campus Enhancement Committee had no report.
  
- IV. **New Business**

A. Information Items

1. Names will no longer be included in the minutes unless they are linked to a motion.
2. Contact has been made to both the SGA and Faculty Senate concerning hang tags, textured sidewalks, and parking university vehicles in outlying lots. Both thought these were good ideas.
3. More research will be done on the issue of having birthdays off.

B. Discussion Items

1. The recent organizational changes by Dr. Gaertner were discussed. The Council needs to promote the positive aspects of the changes.
2. Information was shared on "Closing the Gap."

**The next meeting of the Sam Houston State University Staff Council will be on Wednesday, March 10, 2004 at 1:30 p.m. in the Lowman Student Center, Room 315.**

- V. **Adjournment** – Jacob Spradlin moved to adjourn the meeting and Suzette Kohers seconded. All members agreed and the meeting adjourned at 2:34 p.m.