

# ***Sam Houston State University Staff Council***

## ***Meeting Minutes***

February 9, 2005

### **I. Call to Order**

The Staff Council Chair called the regular monthly meeting of the Sam Houston Staff Council to order at 1:39 p.m. on February 9, 2005, in LSC 315.

### **II. Committee Updates**

- a) Communications Committee:  
No updates at this time.
- b) Public Relations Committee:  
Announcement on Walk Across Texas – February 28 – April 25, 2005.
- c) Administrative Issues Committee:  
The proposed holiday survey has been reviewed and approved by Human Resources. Dr. Gaertner has been asked to look at the survey before it is sent out. The Administrative Issues Committee is projecting that this survey will be sent to all staff by March 18, 2005.
- d) Staff Development Committee:  
Committee Chair will contact secretary to get a list of names to order tags.
- e) Campus Enhancement Committee:  
Discussed signage on Pritchett side of campus. Dave Smith is over signage and has no money left. Talked about landscaping at Jackson Shaver – plans for that are on the construction plan. There are plan to paint ticket booth at Pritchett.

### **III. New Business**

No New Business at this time.

### **IV. Discussion Items**

Open discussion on procedures for contacting safety officer regarding students slipping in various areas during inclement weather.

### **V. Adjournment**

Dorothy Roberson moved to adjourn the February 9, 2005, meeting of the Staff Council, and Debbie Birdwell seconded the motion. All Staff Council members present agreed with the motion, and the meeting was adjourned at 2:47 p.m.