

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

## ***Meeting Minutes***

March 9, 2005

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

The meeting was called to order by the Staff Council Chair, at 1:40 p.m. on March 9, 2005.

### **II. Committee Updates**

- a) Communications Committee:  
No items to report at this time.
- b) Public Relations Committee:
  - 1. The Staff Council will be represented at the Walker County Fair by Larry Brown. Anyone interested in participating in this event should contact Larry Brown.
  - 2. The Staff Council is planning another Ice Cream Social for all staff on May 18, 2005.
- c) Administrative Issues Committee:  
The responses from the replies to the Holiday Survey are being summarized by the Institutional Research Department. The summary of the responses should be delivered to the Staff Council by March 21, 2005. As such, the summary should be available to the members of the Staff Council for discussion at the April 2005 Staff Council meeting.
- d) Staff Development Committee:  
No items to report at this time.
- e) Campus Enhancement Committee:  
No items to report at this time.

### **III. New Business**

There was no new business presented for discussion at this meeting.

### **IV. Discussion Items**

- a) Parents' Weekend:  
Parents Weekend is scheduled for September 23-25, 2005 for the fall semester. This year, SHSU will be providing a shaded sitting area for parents and students.
- b) Discussion on payroll deduction for parking stickers.
  - 1. A question was raised about the result of this issue which had been previously referred to the Administrative Issues Committee.
  - 2. The Staff Council Chair will investigate and report back to the Staff Council regarding the status of the issue.
- c) Discussion on administrative leave for wellness activities.
- d) Update on Elections Committee:

The election committee has reviewed the current staff records and determined that there are currently 782 staff members. It has also been determined that the number of Staff Council members by classification will also change.

1. Committee reviewed last year's documents for guidance and has developed a timetable, and the forms needed to proceed with the election.
2. Letters will be mailed through April 1, 2005, regarding Staff Council elections. Information about the election process and timetable should be provided to all staff by April 1, 2005.
3. Nominations will be accepted on April 15-29, 2005.
4. Voting will take place May 2-6, 2005. \*

**V. Adjournment**

Carey Jordy moved to adjourn the meeting, and Carol Simpson seconded the motion. All members present agreed, and the meeting adjourned at 2:06 p.m.

\*Staff Council election voting was extended for 1 week, ending May 13, 2005.