

SHSU STAFF COUNCIL MINUTES

April 14, 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** – Cindy Allbright, Chair Elect, opened the meeting of the Sam Houston State University Staff Council at 1:35 p.m. on Wednesday, April 14, 2004 in the Lowman Student Center, Room 315 with seventeen (17) regular members and two (2) alternates in attendance.
- II. Review Minutes of March Meeting** – There were two changes to the minutes from the March 10, 2004 Staff Council Meeting. Carey Jordy made a motion to accept the minutes with the noted changes and Suzette Kohers seconded. The Council unanimously approved the minutes with the discussed changes. The minutes of the February 11, 2004 Staff Council Meeting were not available at this time.
- III. Old Business**
 - A. Committee Reports**
 1. Bernice Strauss, Chair of the Nominations and Elections Committee, reported that their committee had met prior to this meeting and is scheduled to meet again on April 23, 2004 to discuss this year's election process for new Staff Council members.
 2. Lucrecia Neff, Chair of the Communications Committee, reported that there is a need for more information for our newsletter. Anyone having information for the newsletter please send it to Lucrecia as soon as possible. She also reported that the inquiry into whether or not the President's address to faculty/staff could be taped for those who would not be able to attend that general session came back with an affirmative response. This taping can be done and would be made available to those faculty/staff members who wished to view the tape.
 3. Debbie Birdwell, Chair of the Public Relations Committee, reported that the Walker County Fair went well with Larry Brown as our representative at that event. The Relay for Life has good SHSU representation and will be held this weekend. Debbie also asked the Council to consider ways of raising money for some of these events (i.e. bar-b-ques, etc.). This will be discussed more at future meetings.
 4. A representative of the Staff Development Committee indicated they had no report.
 5. Larry Brown, Chair of the Campus Enhancement Committee, reported that the landscaping in the mall area has been temporarily placed on hold due to the construction of the bell tower.

6. Suzette Kohers, Chair of the Administrative Issues Committee, reported that:
 - (a) having a Human Resources representative at all interviews was found to be in effect at the Texas Department of Criminal Justice but not at the colleges/universities contacted by the committee; and
 - (b) the committee is still checking into the possibility of organizing a Grievance Committee that would represent staff members. More investigation will be done and information brought back to the Council.

IV. New Business

A. Information Items

1. It was reported that a letter was sent to President Gaertner with recommendations concerning three issues (all endorsed by the Staff Council, the Faculty Senate, and the Student Government Association):
 - (a) changing from parking stickers to hang tags,
 - (b) moving the university vehicles parked in faculty/staff parking lots to other lots (i.e. Bowers Stadium, Sam South, etc.) for those vehicles not used on a regular basis, and
 - (c) texturing all new sidewalks to provide a safer walking surface.

B. Discussion Items

1. Cindy Allbright approached the Staff Council with an issue concerning Staff Council representation at SHSU special events. It was decided by the Council that we did not need to submit an addendum to our bylaws concerning this issue but that we would handle Staff Council representation at special events on an individual basis. A discussion ensued concerning the importance of sending a Staff Council representative to these events. It was discussed that Staff Council representation would not only give the Staff Council public exposure, show our pride in SHSU, and let others know we do have a new organization on campus, but it would also give that representative an opportunity to promote the University as a whole. The Staff Council unanimously approved to send a representative to the golf tournament on Saturday since we were unable to secure a reservation at the Friday night 125th Anniversary Dinner. Terri Harvey, Secretary of the SHSU Staff Council, will represent our organization at the golf tournament.
2. The issue of meeting during the summer was brought before the Council and it was unanimously decided that we would continue to meet during the summer at our regularly scheduled time (2nd Wednesday of the month at 1:30 p.m.).
3. We discussed having an end-of-the-year party for all staff on May 26, 2004 from 2:30 to 4:30 p.m. The Public Relations Committee will be responsible for organizing this event and will bring additional information to our next meeting.

4. An idea was presented for some sort of recognition for any full-time SHSU staff members receiving degrees from SHSU or any other college/university and also some sort of service recognition for those members rotating off the Staff Council. Debbie Birdwell will collect information concerning SHSU staff degree candidates and the SHSU Staff Council Executive Board will handle recognition of Council members.
5. The possibility of a logo for the Staff Council was mentioned. Jacob Spradlin volunteered to look into that issue and possibly bring back one or more ideas to our next meeting.

The next meeting of the Sam Houston State University Staff Council will be on Wednesday, May 12, 2004 at 1:30 p.m. in the Lowman Student Center, Room 315.

V. Adjournment – Larry Brown moved to adjourn the meeting and Dorothy Roberson seconded. All members present agreed and the meeting adjourned at 2:40 p.m.

Terri Harvey, Secretary
Sam Houston State University Staff Council