

Sam Houston State University Staff Council

Meeting Minutes

September 8, 2004

I. Call to order

Cindy Allbright called to order the regular meeting of the SH Staff Council at 1:33 p.m. on September 8, 2004 in LSC 315.

II. Announcements

- a) The Sam Houston State University President, James Gaertner, has asked the Staff Council to participate in the 125th birthday celebration held on October 12, 2004. Staff Council Chair, Cindy Allbright will give speech.
- b) The Staff Council had the opportunity to use one of the new suites at the Bearkat Stadium for the September 4th football game.
- c) Enrollment is up to 14,292 students.
- d) Sue Knight wanted to commend SHSU for its Alcohol and Substance Abuse initiative, as we have seen a decrease in the amount of suspensions so far this year that are drug related.

III. Committee Updates

- a) Communications Committee:
 1. Lucrecia Neff was voted in as chairperson of the committee.
- b) Public Relations Committee:
 1. Debbie Birdwell was voted in as chairperson of the committee.
 2. Fall Event to be held October 8th at the Museum grounds from 11:30 to 1 p.m. in case of rain the location will be moved to the Katy and E. Don Walker Education Center. We will serve subway sandwiches from Aramark with chips, soda and water. Planned attendance is for 150 staff members. Staff Council will bring cookies or snacks. We will title the event Staff Council Fall Social.
 3. Heart Walk will be September 25, 2004. If you want to walk, see Debbie for details.
- c) Administrative Committee:
 1. Suzette Kohers was voted in as chairperson of the committee.
 2. The selected committee members for the staff grievance research met. They determined that 6 out of 7 schools investigated have some type of staff grievance committee. They suggest that we model our committee after SFA or UNT. Attachments were given to outline grievance topics which were discussed during the meeting.
- d) Staff Development Committee:
 1. Sue Knight was voted in as chairperson of the committee.

2. It was suggested to change the focus of the Staff Development Committee. Ideas will be submitted at the next council meeting.
- e) Campus Enhancement:
 1. Need to elect new committee chairperson.

IV. New business

- a) Staff Council Logo:
 1. Staff Council voted on a logo to be used to identify members while attending various university or council functions. The Staff Development Committee was charged with researching costs and design of name tags for the council members.
- b) Dumpster Location:
 1. The dumpsters located in the parking lot between AB3 and Estill have a foul odor and a question has been brought forth to see if those can be relocated. Concern is that the new Visitor Center will be across the street and potential students will be walking past those dumpsters on visits to our campus.
 2. Chip Bounds is the person that decides on dumpster locations and will be contacted.
- c) Vacant Positions:
 1. The Executive Board will fill the vacant alternate positions but would like council to make recommendations of people they feel would serve well on the Staff Council. Vacant Alternate Positions are: two Administrative, two Tech/Para-Professional, one Skilled/Craft, and three Service Maintenance.
 2. Email recommendations to Cindy.

V. Discussion Items:

- a) Worker's Compensation:

Discussion on concern of emergency healthcare for worker's compensation claims. Cindy will contact Keith, former chair, to gain knowledge of the worker's compensation issues and report back to Council at the next meeting.
- b) Recycling:

Concern was brought forth for the lack of recycling. It was suggested that the Council support more recycling and get the word out. There has also been concern that recycling will not pick up shredded material. Marlin Birdwell at vending will be the person to contact to discuss recycling options.
- c) Mail Issues:

Concern was brought forth about how to get flyers to students in the new residence halls, Bearkat Village (BKV) and Sam Houston Village (SHV) without having to place a stamp on each flyer. Flyers for BKV and SHV residents should be delivered to Residence Life for distribution. Flyers for students with campus mail service should be delivered to Mail Services and they will place them in the student's box. The local post office will deliver student packages to Mail Services for the BKV and SHV students upon request.

d) Parking:

There is concern that part of a parking lot is blocked off and no one knows why. Discussion noted that AB4 is having some work completed by contractors.

It was mentioned that Officer Holloman was contacted earlier in the week to have a SHSU vehicle moved from the parking lot to the designated Sam South parking area. Staff should be more proactive in contacting the University Police Department for this type of assistance.

VI. Adjournment

Sue Knight moved to adjourn the meeting and Suzette Kohers seconded. All members present agreed and the meeting adjourned at 2:38 p.m.

Minutes submitted by: Kayla Stephenson