

Staff Council Meeting Minutes
Sam Houston State University
May 9, 2018

I. Call To Order

Megan Hobbs-Barrett called the meeting to order at 1:30 p.m.

II. Reading/Approval of Minutes – David Arriola

On April 25, the April 11th meeting minutes were emailed to all Staff Council representatives by David Arriola. When asked if there were any changes that needed to be made, no changes were requested. A motion to approve April's minutes was made by David Cummings and seconded by Haley Rothrock. All members were in favor and none opposed. Minutes approved.

III. Treasurers Report – Megan Hobbs-Barrett

Rhonda Reddoch submitted the following balances:

- E-board: \$452.76
- Friends of Staff Council: \$2835.47
- Professional Development: \$269.64
- Staff Development: \$48.22
- Nomination and Elections: \$50.00
- Special Events: \$907.94
- News and Networking: \$10.52
- Staff Affairs: \$0.00

IV. Chairs Reports – Megan Hobbs-Barrett

Megan delivered the chairs report in Melissa Fadler's absence. Megan and Melissa met with ACE about Staff Council's involvement. ACE has the list of volunteers of those who elected to participate in service opportunities. Staff Council's role will be to help broadcast upcoming service opportunities via our newsletter, and our webpage.

The current chair of the Texas Consortium has resigned to pursue a job opportunity at another university. A meeting has been scheduled for next week with the new chair from the University of Houston with more information to follow as it becomes available.

The July 2018 Staff Council retreat's date has been moved up from July 18th to July 17th from 9am – 2pm due to a professional development conflict.

V. Committee Reports

News and Networking: Meghan Burton

April's spotlight on staff winner is Doris Pratt from the College of Criminal Justice. Committee members will be presenting Doris the award immediately following the meeting.

Nominations and Elections: Pam Laughlin

The Nominations and Elections Committee has begun contacting those individuals who were nominated to run for Staff Council to confirm their nomination. The committee had 32 unique nominations, one was not qualified due to longevity, 3 declined and 1 was currently serving on Staff Council. Student Affairs is currently fully represented but those nominated were asked if they would like to step in should a member leave during their term. The ballot will be submitted later on this month to Dr. Hernandez for approval before it is emailed out to all staff members.

Special Events: Megan Hobbs-Barrett

Megan Hobbs-Barrett gave the committee report in Megan Foley's absence. The next upcoming event will be the Spring Social that will be held on May 17th from 2-4pm in the LSC Kat Club.

Staff Development: Megan Hobbs-Barrett

Megan Hobbs-Barrett gave the committee report in Dawn Caplinger's absence. Dawn wanted to thank everyone who has helped work on the coffee conversations over the past year. The committee will be meeting soon to discuss new topics for the upcoming year. Members who have ideas should submit them to the Staff Development Committee.

Professional Development Conference: Rebecca Gay

No update.

Staff Affairs: Natalie Payne

The committee met this month to discuss the possibility of a staff emergency fund. The committee felt that any such fund would have way too many logistical issues such as who would run it, and who would fund it. SHSU staff members also have a number of different benefits currently available to them. Natalie Payne made a motion to permanently table the discussion on the emergency fund and David Cummings seconded it. All members were in favor, and none were opposed.

VI. Ad Hoc Committee Reports

Safety Committee: Melissa Fadler

No report.

Sustainability Committee: Kerry Arnold

No report.

Calendar: Melissa Fadler

No report.

Staff Excellence Committee: Melissa Fadler

No report.

Parking and Transportation Committee: David Cummings and Justin Ball

No report.

Wellness Program Committee: Donna Gilbert

No report.

Campus Art Review Committee: Deanna Briones

No report.

VII. Old Business: Updates, Discussion, or Action

Student Staff Appreciation Week: Megan Hobbs-Barrett

Melissa reports that the events went very well, and that the project will be officially handed off to Leadership Initiatives with Staff Council's support.

Bylaw Review: Megan Hobbs-Barrett

The approved bylaws have been submitted to Meghan Burton from the News and Networking Committee to be posted on the Staff Council website.

VIII. New Business: Updates, Discussion, or Action

Campus Art Committee Representative: Megan Hobbs-Barrett

Deanna Briones has stepped down from serving as the Staff Council representative on the Campus Art Committee. Megan asked if anyone would like to serve as the new representative and Kimberly Johnson volunteered and was confirmed to be the newest member.

Staff Council Cage Relocation: Megan Hobbs-Barrett

The Staff Council cage has been relocated from AB1 to university stores located off campus. Key will be checked out and issued to the chair and Matt Roberts has been designated for anyone else who will require access.

Officer Nominations: Megan Hobbs-Barrett

Megan opened the floor for officer nominations of Secretary, Treasurer, and Chair Elect. No nominations were submitted for Chair Elect. Kim Johnson nominated David Arriola to serve as Secretary and he accepted the nomination. David Arriola nominated Kim Johnson to serve as Treasurer, and Natalie Payne nominated Carolyn Tucker to serve as Treasurer. Megan made a final call for nominations with no new nominations submitted. Members are encouraged to email any additional nominations to Melissa or Megan so that they can be added to the ballot.

Common Reader Presentation: Kim Johnson

Kim Johnson reminded members that anyone who would like to submit a presentations for Dan Rather's author's forum later this year, should contact her office.

IX. Upcoming/Future Events

Spotlight on Staff – Following the Meeting
Next Council Meeting – June 13
July Retreat, July 17, 9am-2pm @ Bearkat Camp
Spring Social, May 17, 2-4pm @ Kat Klub

X. Adjournment

David Cummings motioned to adjourn the meeting, and Megan Hobbs-Barrett seconded. Meeting was adjourned.

Minutes submitted by: David Arriola