Staff Council Minutes

Date and Location: August 27, 2014, Thompson Student Center 219, 10:00am-11:00am


Substitutes: Kurt Mogonye for Alyson Chapman.

Absent: Cyndi Adams, Lori Beaty, Marissa Burns, Tonya Dobson, Susan Gordon, Jason Jacks, Nelda Moore, Micah Russell, BJ Simmons, and Sarah Simpson.

Staff Council President Elaine Chew called the meeting to order at 10:08am. The roll was taken.

TREASURER REPORT—Staff Council Treasurer, Kay Wiley, reported the following balances:
Operating Expense Account 213500 balance: $4,915.71 as of 7/31/2014
General Fund Account 233500 balance: $10,282.44 as of 7/31/2014
Scholarship Fund Account 24190 balance: $6,358.36 as of 7/31/2014

COMMITTEE REPORTS:
1. Scholarship Committee (Faith Stiffler)—The Staff Council scholarship process is still in process and will be going through the Scholarship Committee. There is a later timeframe that other scholarships that are awarded due to the nature of the Staff Council scholarship.
2. Staff Development (BJ Simmons)—No update.
3. Employee Appreciation (Elaine Chew)—Staff Council will be joining with Rec Sports to host Rec Fest. It was a huge success this year!
4. Hospitality and Fundraising (Ben Kunze)—No update.
5. Staff Affairs (Elaine Chew)—No update.
6. Healthy Campus (Kay Wiley)—The committee is looking into a new workplace wellness initiative (The Wellness Release Program) allowing staff members to devote time within their work day to physical activity. The details and process are still being developed and outlined.
7. Public Relations (Lacie Harris)—No update.

UNFINISHED BUSINESS:
• No unfinished business at this time.

NEW BUSINESS:
• Larry Smith on Process Improvement—Larry Smith, Manager for Process Improvement, spoke with Staff Council regarding the opportunities, resources, and services provided
to Tarleton staff members. Some of the resources mentioned were: developing effective meeting tools, selecting and coaching on using process improvement, training in conflict management, effective communication, and improving personal and professional effectiveness. Any staff member that is interested is encouraged to contact Larry in the Central Receiving office, extension 1684, or by e-mail at ldsmit@tarleton.edu.

- **SECC, Pass the Hat Program**—Elaine Chew discussed the opportunity present with the Pass the Hat Program in which staff members are able to give to the charity of their choice as a collective group. Elaine also reiterated that there is no obligation or pressure to do so, and that giving to a specific charity is a personal choice. She will be sending out an e-mail with the information and list of charities for those that are interested.

- **Qualifications for Staff Council Membership**—There was a discussion regarding allowing staff members that have been present for six months to be allowed to be a Staff Council Member rather than just attending meetings. There was a favorable response to this and will be further discussed and voted on during the next Staff Council meeting.

There was a motion and second to adjourn the meeting and the motion to adjourn the meeting was made with no objections. The meeting was adjourned at 10:55am.

Door Prize—the winner was selected from the guest list and given a gift basket.

**Larry Smith was the winner of this month’s door prize!!**