Date and Location: December 18, 2014, Thompson Student Center, Room 130, 10-11 a.m.

Members Present: Cindy Adams, Frances Blair, Susan Branham, Morgan Carter, Alyson Chapman (via remote), Caleb Chapman, Elaine Chew, Becky Gray, Morgan Hammond, Lacie Harris, Jason Jacks (via remote), Ben Kunze, Clell Murray, Leslie Newcomb, Micah Russell, BJ Simmons

Substitutes: none

Absent: Marissa Burns, Rachel Lawson, Clell Murray, Sarah Simpson

Staff Council President Ben Kunze called the meeting to order at 10:07 a.m. The roll was taken.

Treasurer Report: Staff Council Treasurer Frances Blair reported the following balances:

- Operating Expense Account 213500 balance: $6,141.92 as of 11/30/2014
- General Fund Account 233500 balance: $17,986.76 as of 11/30/2014
- Scholarship Fund Account 241090 balance: $12,548.36 as of 11/30/2014

Committee Reports:

- **Wellness**: Ben talked about the possibility of Fitbits for staff members but it is still in the works. Visitor Dr. Stephane Robertson discussed training for Tarleton faculty and staff on mental health aid and how to recognize symptoms and handle various situations. She said the certification class is eight hours long and costs $15. Tarleton currently has approximately 30 people who have attended training and become certified.

- **Staff Development**: Elaine said they are discussing a series of events for staff members. One grant was issued for a staff member to attend a conference.

- **Staff Appreciation**: Elaine said the gift to staff members last year for Staff Appreciation Day was the photo holder which was “well received”. The Rec Fest was a big hit earlier this year with a “lot of fun” activities for participants and they are looking at doing the event again next year.

- **Public Relations**: Lacie explained the use of Zoom.us as a way for staff to attend and participate in the Staff Council meetings virtually. It’s easy to use and set up. She also talked about the Staff Council Facebook page and the recent traffic statistics on posts.

- **Hospitality**: Ben discussed the recent Holiday Showcase and gave an overview of the response from vendors, noting that we had a “great turnout overall” with 46-47 vendors this year who “all seemed pretty happy with the turnout”. Parking continues to confuse and frustrate customers, it seems. The council members discussed ways to improve the Showcase for next year including changing booth organization, different locations for the event, incorporating other elements like door prizes or Santa photos. Former council member Kay Wiley pointed out that the vendors’ table rental fee has not increased in a number of years and an increase could offset the cost of shuttles to help with the parking situation.
Old Business:

- **CLEP exams for reimbursement:** Ben said we are not able to vote on this issue as there are additional steps to getting this approved. It will come from the scholarships pool when it gets the necessary approval.
- **Time qualifications for serving on Staff Council:** The Staff Council voted to change the by-laws concerning the time qualifications to serve on the council, dropping it from two years of employment to six months. After discussion, the initial proposal of six months of employment with Tarleton was amended by Micah Russell who requested to strike the six months and amend it to one year of employment instead. This motion was seconded by Elizabeth Johnson and unanimously approved.

New Business:

- **Scholarships for Spring 2015:** Ben said he will get with the Scholarships office after the holiday break to get the list of scholarship applicants. He noted that we had some scholarship recipients help with the December graduation ceremony as ticket takers; as a good portion of the scholarship recipients are from the Fort Worth campus, it can be difficult for them to volunteer at the Stephenville campus.

**Door prize drawing winner:** Christy Price! Congratulations!

Meeting adjourned at 11:10 a.m. followed by a new group Staff Council photo for the web page.