Staff Council Minutes

Date and Location: February 23, 2011, Library Multi-Purpose Room 10:00 am- 11:00 am


Members Absent: Sabrina Baker, Steve Bowman, and BJ Simmons.


Staff Council President Alana Hefner called the meeting to order. The roll call was taken.

TREASURER’S REPORT: Kay Wiley reported the following balances:
Operating Expense Account 213500 balance: $5,945.18 as of 01/31/2012.
General Fund Account 233500 balance: $19,560.17 as of 01-31-12.
Scholarship Fund Account 24190 balance: $13,573.56 as of 01-31-12.
Minutes were approved as stands.

COMMITTEE REPORTS:

1. Employee Appreciation (Susan Gordon, Richard Dorman, Cory Shaw) - Staff Survivor is set for March 13th.
   - Burgers and hot dogs will be served
   - Would like input on Texas Ranger tickets as give a ways
   - SC decided to purchase 50 tickets to give a way on the 13th.
   - Possible tailgate on that date

2. Public Relations (Kari Lewis, Daphne Hunt, Nikki Jackson) – Newsletter went out.

3. Hospitality and Fundraising (Tracey Holtman, Kay Wiley) – Kay has sent out several condolence cards to staff. Also, Kay will be attending Lloyd Smith’s memorial on Friday.

4. Healthy Campus (Angela Ballard) – The Worksite Wellness Committee is trying to finalize the new program guidelines. I believe that Amy wants to launch it next week, but not sure it’s all complete. Here are the highlights: The Wellness Reimbursement
program will reimburse $50.00 toward Recreational Sports Center fees, Weight Watchers membership fees or water aerobics registration fees to each employee that participate in any qualifying Tarleton Wellness activity such as exercising 30 minutes three times a week, attending weekly Weight Watchers @ Work meetings, or participating in a water aerobics class. Employees interested in receiving the reimbursement in the program must submit a “Commit to be Fit” form to the Worksite Wellness Committee by February 29, 2012, to register participation. Employees meeting eligibility for the reimbursement must present proof of eligibility by May 31, 2012, by submitting the Commitment Completed form to the Worksite Wellness Committee by June 15, 2012. Reimbursements will be processed through payroll and employees may only receive one $50 reimbursement. Tracy Holtman is going to be updating the website for the committee with more details, along with the necessary forms.

5. **Staff Affairs- (Alana Hefner) –** Satellite offices will be surveyed on participation with SC.

6. **Scholarships- (Steven Bowman, Carol Murphy) –** $6750 were given in scholarships to staff members.

7. **Staff Development- (BJ Simmons) –** Committee will meet on the 29th.

**UNFINISHED BUSINESS:**

♦ Stan Swam thanked everyone at the SC meeting for all of the thoughts and prayers during his illness.

**NEW BUSINESS:**

- **Changing of Scholarship requirement of 2.5 to 2.0 to correlate with University policies**
  
  • SC has a flowchart to decide amounts given by certain criteria. So, even though person is allowed to get a scholarship with a 2.0, they will not be given the same amount as someone with a higher grade point average. SC wants to support staff in their efforts to further their education.
  
  • Stan made a motion to lower our requirements to be in line with the University GPA requirement. Kenneth seconded the motion.
  
  • A vote was taken with 15 in favor and 7 opposed. Motion carried.

- **Change SC Year to correlate with the University fiscal year.**
  
  • SC members would stay in SC until the end of August. An election will be held in May still, and then outgoing members would mentor new members for 3 months.
• A motion was made by Stan Swam to change dates, Karen Hooks seconded the motion.
• A vote was taken with 20 in favor and 2 opposed. Motion carried.

-Chief Justin Williams came to speak to SC members about what the UPD can do for employees and students.

• The UPD already
  ♦ unlocks cars
  ♦ provides security escorts
  ♦ battery jumps
• Tarleton's UPD are certified police officers with the A&M System. They have jurisdiction anywhere in the state of Texas.
• Building Walk- Thru's--please let the UPD know if attention needs to be paid to any specific building.
• Street Closures--have caused more jay walking.
  ▪ Question--Can there be more communication with students and painting of crosswalks?
    ♦ The UPD can try to communicate more. The crosswalks, in the areas in question, are city property. The city is responsible for those, and will have to paint them. With that, any tickets written will be on city property. Thus, tickets will be $185.00 because of location.
• Blue Phones-need updates.
  ▪ The blue phones may be removed. Upgrading needs to be done if they are kept. A University committee has been formed to decide.
• Parking Lots--
  ▪ Someone suggested that several parking spots are removed to make sure of visibility in P30.
    ♦ This is already in progress.
• Please communicate with the UPD if you have any issues or concerns before it becomes a problem. They are willing to listen and address any problems.
Katrina Phillips was the winner of this month's door prize!!!

A motion to adjourn was made with no objections.