MINUTES
Staff Council Meeting
August 9, 2007
11:00 a.m. – Science Building Room 111

In the absence of Staff Council President, Jason Jacks, Vice-President Misa Flournoy called the meeting to order. The following members were absent – Clayton Dameron, Karl Easterling, Jason Jacks, Ashraf Jafri, Angie Murray and Christopher Stalker. Jim Rogers substituted for Nancy Easterling.

The minutes from the meeting on June 26th were read. Motion was made by Maureen Scanling to accept the minutes of the previous meeting. Karen Hooks seconded and the motion was approved.

TREASURER’S REPORT: Christi Pfau reported that there was a balance of $7,141.17 in account 213500 and a balance of $13,926.23 in account 233500 as of 7/31/2007. Treasurer’s report was approved as stated.

COMMITTEE REPORTS

Campus Representation:
- Allison Andrews gave a presentation of the TSU Staff Forum. Susan Gordon made a motion to approve the forum. Christi Pfau seconded the motion. A vote was taken and the forum was approved.
- Discussion was made on having a possible chat with Council online on Friday’s instead of the coffee with council where there could be real-time comments posted. Transcripts could also be made available later. Tarleton email addresses would be required to receive approval for posting.

Compensation and Benefits:
- Possible name change still being discussed and will be looked into further
- Check into the new Sports Recreation Center to determine if Staff can get a reduced rate as part of their benefits

Employee Recognition:
- Nona Williamson in Sponsored Projects was presented with the employee of the month award on July 13th. Congratulations, Nona!
- Deanna Powell reported that the next Employee of the Month award will be presented in Killeen at the Tarleton Central Texas campus on Monday, August 13th at 10:30 a.m.
- Consideration of Staff Council Spirit Award

Public Relations:
- Jessica Evans has graciously accepted to be the committee chair since JoAnna Ince changed jobs and thus changed EEO categories and is no longer eligible for Staff Council.
Staff Development:
- The committee met on July 26th. From that meeting, suggestions were made on having two workshops, one per long semester instead of just one. The committee was looking at extending the time of the sessions as well as possibly having team building sessions after hours.

Special Events:
- Maureen Scantling stated they need more committee members to help with the events.

President’s Report:
- Jason Jacks had to make a trip to Waco so he was absent from the Staff Council meeting. In his absence, Misa said he wanted to thank all who attended Dr. Peer’s retirement party.
- Staff Council binders are also still available for those who need them.

Unfinished Business:
- Form sub-committee to discuss Summer Work Hours options

New Business:
- Campus Representation brought forth a motion to vote and approve committee goals and TSU Staff Forum. Jessica Evans seconded the motion and it was approved.
- Connie Murry brought up the fact that the Employee of the Year plaques in the Administration Building need to be updated. Employee recognition committee will look into it.
- Jason Jacks had questions given to him by a Staff member and asked Susan Gordon to bring them up in his absence. According to the 2007-2008 calendar that was mailed out to staff and faculty, the Memorial Day work week will be four, ten hour days to make up for the holiday. Several questions were brought up as to 1) why we do not have to work 4 ten-hour days for MLK Day. 2) why we are not given a choice on what holiday to take. 3) the hardship it causes for some staff to work 10 hour days i.e. travel, childcare, etc. The questions were referred to the Compensation and Benefits committee.

Announcements:
- The Killeen Tarleton Central Texas campus will have a picnic on Friday, September 7th from 4:00-7:00 p.m. on the TCT campus. The five year awards will be handed out during this recognition ceremony. All Tarleton Staff are invited to an afternoon of BBQ, fun and games.
- We are so glad to have so many Killeen staff (9) attending this meeting via TTVN!

Adjournment: A motion was made by Christi Pfau to adjourn the meeting. The motion was approved and the meeting was adjourned at 11:50 a.m.
MINUTES
Staff Council Meeting
June 26, 2007
11:00 a.m. – Science Building Room 111

President Jason Jacks called the meeting to order. The following members were absent – Karl Easterling, Joyce Goodman, Lani Hallford, Sylvia Hampton, Kim Lee, Martha Mittel, Angie Murray, Jose Soto and Christopher Stalker.

The minutes from the Staff Council Retreat on June 8th reported Angie Murray as being one of the co-chairs for the Compensation & Benefits committee and it should have been Angie Brown. Maureen Scantling made a motion, which was seconded by Karen Hooks, to accept the minutes of the previous meeting with corrections as noted. The motion was approved.

TREASURER’S REPORT: Christi Pfau reported that there was a balance of $8,266.84 in account 213500 and a balance of $15,062.35 in account 233500 as of 6/20/2007. Treasurer’s report was approved as stated.

COMMITTEE REPORTS

Campus Representation:
• Allison Andrews & Jamie Trusner handed out a description which outlined the purpose of the committee, membership, etc.
• Discussion was made on how to best implement the coffee with council, as well as having a formal tracking system to keep up with comments from staff such as a blog.
• July 20th Carol Barrett with Human Resources will be going to Killeen to meet with faculty/staff regarding annual enrollment. Discussed was the possibility of Allison, Jamie or Jason Jacks going to Killeen also to host a “Coffee with Council” in Killeen on that day.

Employee Recognition:
• Deanna Powell reported that the next Employee of the Month award will be presented at 10:00 a.m. in Admin. 210 on July 12th. (This was later changed to July 13th at 3:30)
• The Employee of the Year Banquet will probably be late in September and the committee will need to visit with Chartwell’s to determine the menu and set prices before the end of the fiscal year.

Staff Development:
• Misa Flournoy reported that we received a lot of good feedback from Staff Development Day, especially regarding the computer classes offered.
• The next meeting of the Staff Development committee will be July 26th

Compensation and Benefits:
• Ashraf Jafri gave a description of what the committee does.
• Ashraf and co-chair Angie Brown will be exploring a possible name change for the committee to better reflect the true purpose of the committee.
Public Relations:
- JoAnna Ince has done a great job updating the Staff Council website and keeping Tarleton staff informed by emailing them a list of new council members, executive officers, and committee chairs.
- Discussion was brought up on possibly setting up an information table at the August general staff/faculty assembly which is usually held the first Friday after school begins. Contacts will be made with Sabra Guerra in Development and Jerry Graham to gather more information.

Special Events:
- Jason Jacks and Maureen Scantling mentioned the three main special events that Staff Council are mainly responsible for: 1) Halloween pictures 2) Holiday Showcase which will be December 7th and 3) Gazebo Holiday Décor/Hunewell Bandstand.
- They also mentioned that they needed help cleaning out a storage building which had “leftovers” from these events. They will be emailing the Council with a day that will be designated to work on that.

Vice-President’s Report: Misa Flournoy stressed the need for all staff council members to get more involved this year.

President’s Report:
- Jason Jacks also pushed for dedication from staff council this year, being more involved with different committees and making this a good year for Staff Council to get our name and purpose out there. He also stressed the need to stick closely to the Staff Council constitution and to do “everything by the book”. Robert’s Rules of Order has been purchased for that purpose. Susan Gordon has the book if anyone needs it.
- Name badges have been ordered for new council members.

Unfinished Business:
- Form sub-committee to discuss Summer Work Hours options
- Form sub-committee to discuss Sports Recreation Use
- Killeen campus staff possibly forming their own Staff Council under a different structure

New Business: None

Announcements: None

Adjournment: A motion was made by Ashraf Jafri which was seconded by Karen Hooks to adjourn the meeting. The motion was approved and the meeting was adjourned at 12:09 p.m.
President Joyce Goodman called the meeting to order. The following members were absent – Karl Easterling, Karen Hooks, Ashraf Jafri, Kim Lee and Angie Murray.

Last month’s Treasurer’s report had to be amended because it was previously reported as of 10/31/2006. Connie Snider made a motion, which was seconded by Sherianne Boren-Magnani, to accept the minutes of the previous meeting, as amended for the corrected Treasurer’s report. The motion was approved.

TREASURER’S REPORT: Christi Pfau reported that the balances reported in last month’s meeting were correct but the date that the balances were reported on should have been as of 03/31/2007 instead of 10/31/2006. She also reported that there was a balance of $9,199.56 in account 213500 and a balance of $21,964.31 in account 233500 as of 04/30/2007. Maureen Scantling made a motion, which was seconded by Sylvia Hampton, to accept the Treasurer’s report. The motion was approved.

COMMITTEE REPORTS

Campus Representation: No report

Employee Recognition: Marenda Horton reported that the April Employee of the Month award was given to Sandra Olivan in Business Services and the Employee of the Month award in May will be presented at 2:00 p.m. in the Physical Plant building on 05/04/2007.

Staff Development: Sherianne Boren-Magnani stated that the Microsoft Access workshop went well except for computer problems the second night. The Committee was going to meet on 05/07/2007 in the morning to finalize the details of Staff Development Day.

Compensation and Benefits: No report

Public Relations: JoAnna Ince announced that they were going to put new Staff Council brochures in the bags to be given out to staff members on Staff Development Day.

Special Events: No report

Ad Hoc Committee: Joyce Goodman reported that the Committee members will be meeting soon to set the preliminary guidelines for awarding the Staff Council Scholarships.
Killeen: No report

Vice-President’s Report: No report

President’s Report: No report

Old Business:

Joyce Goodman stated that the Summer Work Hours issue is still pending.

Joyce gave a brief synopsis of how much extra money was held in accounts 213500 and 233500 and suggested that $7,000 from account 233500 and $3,000 from account 213500 be moved to the staff council scholarship account. The floor was opened to questions and comments. Linda Land made a motion to move the $10,000 to the scholarship account. Laurie Gaiser seconded the motion, and it passed unanimously.

Joyce Goodman had requested Staff Council members to consider an amendment to the By-Laws, Article III, Section 1 regarding Staff Council Elections. She had asked the members to think about moving the meeting for the election of the new Staff Council President from May to April each year. This change would allow the new President more time to prepare his/her slate of new officers and get things ready for the first Staff Council meeting/retreat in June. Sherriane Boren-Magnani made the motion to amend the above-stated By-Laws and the motion was seconded by Allison Andrews. The motion passed unanimously, a two-thirds majority was needed to pass it.

Angie Brown announced that she would be having a meeting with Dr. Hinga next week to discuss wellness issues on campus. A committee on total wellness, promoting the physical well-being of all on the Tarleton campus, is going to be formed. Joyce suggested that it would be beneficial to have a member representing Staff Council on the Committee.

New Business:

There were numerous nominations from various members of Staff Council for President, but the nominees declined the offer. Linda Land nominated Jason Jacks for President, Joyce Goodman seconded it, and he accepted the nomination. The Staff Council members present voted unanimously for Jason Jacks as President. The nominations were closed.

Announcements:

Congratulations, Jason, for being the next President of Staff Council. Staff Council thanks Joyce Goodman and her slate of officers for doing a fantastic job this past year!
A motion was made by Sherrianne Boren-Magnani which was seconded by Christi Pfau to adjourn the meeting. The motion was approved and the meeting was adjourned at 11:45 a.m.
MINUTES
Staff Council Meeting
April 5, 2007
11:00 a.m. – Howell Building

President Joyce Goodman called the meeting to order. Sara Heerwald substituted for Sylvia Hampton. The following members were absent – Angie Brown, Laurie Gaiser, Karl Easterling, Lani Hollford, Marenda Horton, Kim Lee, Angie Murray, Christi Pfau, Jose Soto, Christopher Stalker, and Jamie Trusner.

Maureen Scantling made a motion, which was seconded by Karen Hooks, to accept the minutes of the previous meeting. The motion was approved.

TREASURER’S REPORT: Joyce Goodman read Christi Pfau’s report in which Christi stated that there was a balance of $9,323.11 in account 213500 and a balance of $23,013.28 as of 10/31/2006. Connie Snider made a motion, which was seconded by Misa Flournoy, to accept the Treasurer’s report. The motion was approved.

COMMITTEE REPORTS

Campus Representation: No report

Employee Recognition: Connie Snider reported that the Committee was going to present its April Employee of the Month award the same afternoon in the Business Services breakroom.

Staff Development: Sherrianne Boren-Magnani stated that the Committee had finalized its plans for Staff Development Day and was going to meet again at 1:00 p.m. that afternoon to nail down the details. Misa Flournoy stated that Microsoft Access training was on April 23rd and 24th from 6:00 to 9:00 in the evening in the Science Building. This training is free for all staff and the seating is limited to 39 people.

Compensation and Benefits: Ashraf Jafri reported that the Committee met on April 2nd to vote on the Staff Development Grants. The Committee received 10 applications for Spring 2007 and 8 of those were granted the full amount of $250 each.

Public Relations: No report

Special Events: No report

Killeen: No report

Ad Hoc Committee: No report

Vice-President’s Report: No report
President’s Report: Joyce Goodman reported that the New Employee Orientation was on March 27th and Misa Flournoy and Christi Pfau attended it. There were 8 new employees present at the orientation.

Old Business:

Joyce Goodman stated that the Summer Work Hours issue is still pending. The Weight Watchers meetings to be held on Campus also have to be approved by President McCabe. Joyce stated that the Police department is going to an online system to pay parking fees. Tarleton has acquired 3 more streets around the university and 2 parking lots.

New Business:

Joyce asked the Staff Council members to consider moving excess monies to the Staff Council Scholarship account 241090 from accounts 213500 and 233500.

Joyce also requested the members to consider amending the By-Laws, Article III, Section 1. Elections. She stated that it would be better for the new Staff Council President to be elected in the April Staff Council meeting rather than the May meeting, because this would allow the new President more time to get organized and be ready for the Retreat in June.

Announcements:

Guest speaker Nickie Hicks was a spokesperson for Tarleton’s Recycle program.

Tina Boitnott spoke about the “Women Helping Women” seminar to be held on April 21, 2007 at the First United Methodist Church. She also stated that the proceeds from this seminar would go to the Erath County Humane Society.

A motion was made by Allison Andrews which was seconded by Connie Snider to adjourn the meeting. The motion was approved and the meeting was adjourned at 11:45 a.m.
MINUTES
Staff Council Meeting
March 8, 2007
11:00 a.m. – Howell Building

President Joyce Goodman called the meeting to order. Debby Payne substituted for Christi Pfau. The following members were absent – Tina Boitnott, Angie Brown, Karl Easterling, Marenda Horton, Jason Jacks, Kim Lee and Angie Murray.

Connie Snider made a motion, which was seconded by Maureen Scantling, to accept the minutes of the previous meeting. The motion was approved.

TREASURER’S REPORT: Christi Pfau reported that there was a balance of $9,229.52 in account 213500 and a balance of $22,785.55 in account 233500 as of 2/28/2007. Sherrianne Boren-Magnani made a motion, which was seconded by Deanna Powell, to accept the Treasurer’s report. The motion was approved.

COMMITTEE REPORTS

Campus Representation: No report

Employee Recognition: Connie Snider reported that Sally Lloyd, ID Card Administrator received the February Employee of the Month award and Cindy Martin, Environmental Worker II received the Employee of the Month award in March.

Staff Development: Debra Schwartz stated that the Committee met last Monday and finalized all the details for Staff Development Day. Bethany Kolter, Curatorial Assistant for the Tarleton State University Gordon Center will be the keynote speaker. There have been 8 workshops organized to take place throughout the day. Debra also reported that there are some staff members who just cannot attend these workshops during the day, and in order to provide a training opportunity to these staff members, the Committee has organized Saturday and evening workshops. The first workshop has been set for 2 days on April 23rd and April 24th to provide training in Microsoft Access, and this workshop will be held on both days from 6:00 p.m. to 9:00 p.m. in the evening.

Compensation and Benefits: Ashraf Jafri reported that the Committee has received Staff Council Grant applications for Spring, and will meet in the first week of April to decide the recipients of the award.

Public Relations Committee: No report

Special Events: No report

Killeen: No report
Ad Hoc Committee: Joyce Goodman stated that the Committee met on February 22nd and has decided to award the first Staff Council scholarship for Fall 2007 and the Committee would like the criteria and guidelines for the scholarship to be approved by Staff Council.

Vice-President’s Report: No report

President’s Report: Joyce Goodman reported that the New Employee Orientation was on February 27th and Joanna Ince and Christi Pfau attended it. There were 9 new employees present at the Orientation.

Old Business: No old business

New Business:

Nancy Turner and Lori Jeffries were spokespeople at the Staff Council meeting and they were representing the 2007 Campus-wide Campaign for the Office of Annual Giving. They stated that how much employees gave was not as important as the participation itself. They also stated that the money from this campaign goes towards various scholarships on campus and each staff member can designate his/her choice on the form.

Jamie Trusner stated that she sent out an e-mail to the people in her area inviting them to voice concerns and items of interest to put on the Staff Council agenda.

Joyce stated that Staff Council could send out an e-mail to various departments asking their opinion on how to reward staff.

Announcements:

This was Debra Schwartz’s last meeting with Staff Council. She has taken a new job in the Houston area and will be moving shortly.

A motion was made by Glenda Stone which was seconded by Sherrieanne Boren-Magnani to adjourn the meeting. The motion was approved and the meeting was adjourned at 11:30 a.m.
MINUTES
Staff Council Meeting
February 8, 2007
11:00 a.m. – Howell Building

President Joyce Goodman called the meeting to order. The following substitutes were present – Sharon Iley for Debra Schwartz and Misa Flournoy for Ashraf Jafri. The following members were absent – Angie Brown, Laurie Gaiser, Karl Easterling, Marenda Horton, Jason Jacks, Angie Murray, Deanna Powell, Christopher Stalker and Jamie Trusner.

Maureen Scantling made a motion, which was seconded by SherriAnne Boren-Magnani, to accept the minutes of the previous meeting. The motion was approved.

TREASURER’S REPORT: Christi Pfau reported that there was a balance of $23,190.30 in account 233500 and a balance of $9,229.52 in account 213500 as of 1/31/2007. Connie Snider made a motion, which was seconded by Allison Andrews, to accept the Treasurer’s report. The motion was approved.

COMMITTEE REPORTS

Campus Representation: No report

Employee Recognition: No report

Staff Development: No report

Compensation and Benefits: No report

Public Relations: Joanna Ince reported that a new digital camera was purchased and the cost was split between the Public Relations Committee and the Employee Recognition Committee.

Special Events: No report

Ad Hoc Committee: Joyce Goodman stated that this committee is planning to work on scholarships.

Killeen: No report

Vice-President’s Report: No report

President’s Report: No report

Old Business: No old business discussed
New Business:

Sherianne Boren-Magnani made a motion to support bringing Weight Watchers meetings to the Tarleton campus, and to take this recommendation to Mr. Graham. Christi Pfau seconded the motion.

Announcements:

Tina Boitnott made an announcement that there was going to be a job fair on campus.

A motion was made by Maureen Scantling which was seconded by Karen Hooks to adjourn the meeting. The motion was approved and the meeting was adjourned at 11:17 a.m. After the regular meeting there was an Executive Meeting, in which the President met with the Co-Chairs of all Staff Council Committees, to discuss the budget for Fiscal Year 2007-2008.
MINUTES
Staff Council Meeting
January 4, 2007
11:00 a.m. – Tarleton Center Room 130

President Joyce Goodman called the meeting to order. The following substitutes were present – Buddy McIntyre for Misa Flournoy, Debby Payne for Christi Pfau and Mary Howard for Deanna Powell. The following members were absent – Tina Boitnott, Laurie Derrick, Karen Hooks, Jason Jacks, Ashraf Jafri, Kim Lee, Angie Murray, Jose Soto, Christopher Stalker and Allison Andrews.

Sherrianne Boren-Magnani made a motion, which was seconded by Maureen Scantling, to accept the minutes of the previous meeting. The motion was approved.

TREASURER’S REPORT: Debby Payne reported for Christi Pfau that there was a balance of $23,754.50 in account 233500 and a balance of $9,284.11 in account 213500 as of 12/31/2006. Joanna Ince made a motion, which was seconded by Sherianne Boren-Magnani, to accept the Treasurer’s report. The motion was approved.

COMMITTEE REPORTS

Campus Representation: No report

Employee Recognition: Marenda Horton stated the December 2006 Employee of the Month was Barbara Douglas. The January Employee of the Month is in the approval process.

Staff Development: No report

Compensation and Benefits: No report

Public Relations: No report

Special Events: Glenda Stone thanked everyone who helped with the Holiday Showcase held December 8, 2006. She reported everything went smoothly and the staff council’s help was vital. There were 58 vendor booths in the TSC Ballroom and 20 vendor booths downstairs in room 22D. There were 3 no shows in the ballroom. There were also three cancellations ahead of time that were able to be reserved to other vendors. There was $2,025 collected for booth fees. Expenses were for advertising in the Empire Tribune, food, reserving the rooms. The cost was approximately $1050.00 for the expenses.

The Alumni Association purchased a pre-lit Christmas tree for the bandstand. The Special Events committee purchased a few more decorations. The tree was left up until January 3 this year and everything went well.
The committee will make note of ideas to improve both the showcase and the bandstand next year. All in all the Holiday Showcase was successful once again, and the bandstand looked very nice.

**Killeen:** No report

**AdHoc:** No report

**Vice-President’s Report:** No report

**President’s Report:** Joyce Goodman reported she attended the New Employee Orientation on December 19th and there were 7 new employees. She did not meet with Mr. Graham in December.

**Old Business:**

- Summer Work Hours – still pending

**New Business:**

- None

**Announcements:** No announcements

A motion was made by Connie Snider which was seconded by Sherianne Boren-Magnani to adjourn the meeting. The motion was approved and the meeting was adjourned at 11:12 a.m.
MINUTES
Staff Council Meeting
December 7, 2006
11:00 a.m. – Howell Building

President Joyce Goodman called the meeting to order. The following substitutes were present – Ginny Vest for Marenda Horton and Debby Payne for Misa Flournoy. The following members were absent – Sherrianne Boren-Magnani, Kim Lee, Angie Murray, Debra Schwartz, Jose Soto and Christopher Stalker.

Connie Snider made a motion, which was seconded by Maureen Scantling, to accept the minutes of the previous meeting. The motion was approved.

TREASURER’S REPORT: Christi Pfau reported that there was a balance of $23,785.78 as of 11/30/2006 and a balance of $9,284.11 as of 11/30/2006. Laurie Derrick made a motion, which was seconded by Joanna Ince, to accept the Treasurer’s report. The motion was approved.

COMMITTEE REPORTS

Campus Representation: No report

Employee Recognition: Ginny Vest read the report prepared by Marenda Horton stating that the November 2006 Employee of the Month was Kim Guffey. The December Employee of the Month presentation is going to be on Friday, December 15th.

Staff Development: No report

Compensation and Benefits: No report

Public Relations: No report

Special Events: Glenda Stone reported that everything was in place for the Holiday Showcase which was going to take place on December 8th, 2006. The Christmas tree was in the gazebo and the signs on the booths were already in place identifying the vendors. Glenda stated that it would be best if two people worked at the tables because that would leave one person to guide the visitors and direct people downstairs. A lot of council members have volunteered to work at the Holiday Showcase and many were coming in at 7:00 a.m. to help with the door prizes and to help with other things. The Showcase is to start at 9:00 a.m.

Killeen: No report

AdHoc: No report

Vice-President’s Report: No report
President’s Report: Joyce Goodman reported that the new employee orientation was cancelled last month. The executive members of Staff Council met with Dr. McCabe and Mr. Graham on 12/06/2006. Dr. McCabe asked if Staff Council is planning to undertake any new projects. He also stated that illegal parking fines are to go up considerably this coming year but the money collected from the students will be returned back to them in the form of scholarships.

Old Business:

- Joyce Goodman told the council members that she will contact Mr. Graham about the summer work week

New Business:

- Angie Brown stated that a couple of upper-level administrators had contacted her last year and they had proposed reexamining and revamping the Staff Employee of the Month award. Angie stated that one point to consider would be for supervisors to nominate the employees who work under them, rather than the nomination being peer to peer.

Announcements: No announcements

A motion was made by Maureen Scantling which was seconded by Janie Howard to adjourn the meeting. The motion was approved and the meeting was adjourned at 11:25 a.m.
MINUTES
Staff Council Meeting
November 2, 2006
11:00 a.m. – Howell Building

President Joyce Goodman called the meeting to order. The following members were absent – Tina Boitnott, Laurie Derrrick, Jason Jacks, Kim Lee, Angie Murray, Maureen Scantling, Connie Snider, Jose Soto and Christopher Stalker.

Sherianne Boren-Magnani made a motion, which was seconded by Karen Hooks, to accept the Minutes of the previous meeting, as amended. The motion was approved.

TREASURER’S REPORT: Christi Pfau reported that there was a balance of $23,013.28 in account 233500 and a balance of $9,323.11 in account 213500 as of 10/31/2006. Deanna Powell made a motion, which was seconded by Misa Flournoy, to accept the Treasurer’s report. The motion was approved.

COMMITTEE REPORTS

Campus Representation: No report

Staff Development: Debra Schwartz reported that the committee members met on October 16th and came up with a theme for Staff Development Day, which is going to be held on May 17th, 2007. The theme is “Denim and Diamonds”, and the committee is still open to more ideas for workshops to be held that day. The keynote speaker of the day is going to be Bethany Coulter from W.K. Gordon Center. Chartwells is going to cater the food and there is going to be a taco salad buffet. Their next committee meeting is planned for November 13, 2006.

Employee Recognition: Marenda Horton reported that the Staff Employee of the Month for October 2006 was Lisa Lewis from Business Services, and the presentation for the November Employee of the Month will be on 11/07/2006 at the Physical Plant.

Compensation and Benefits: Ashraf Jafri reported that notifications have been sent out to all staff members informing them of the status of their Staff Development Grant applications for Fall 2006. She also stated that she received acknowledgement e-mails from a few applicants, but a few staff members indicated that they could not attend the meeting they had received the grant for.

Public Relations: Joanna Ince reported that her committee had come up with a new idea to give stainless steel mugs with purple writing to the Staff Employee of the Month. These mugs could also potentially be given as gifts on Staff Development Day. Most staff members already have the water bottles with the Staff Council logo on it.

Special Events: Glenda Stone stated that there are 58 spaces that have been rented out in the Thompson Student Center ballrooms for the Holiday Showcase. This is pretty
even with last year. Glenda also stated that they have quite a few volunteers to help them
with the Holiday Showcase this year. The committee is scheduled to meet again next
week to work out the details.

Killeen: No report

Ad Hoc: No report

Vice-President’s Report: No report

President’s Report: Joyce Goodman reported that she met with Mr. Graham last month
and he stated that he really enjoyed the Staff Employee of the Year Banquet. Joyce
stated that she inquired on behalf of a staff member whether the faculty and staff could go
to the Health Center and she was told that they could not because of the HIPAA laws.
She stated that she attended the new employee orientation. She also learned that Coke
was still going to be the vendor on campus. She stated that the Police Department is now
in the process of upgrading their software and eventually staff members will be able to
purchase parking decals and pay tickets online. Joyce reported that construction on the
new Dining Hall is about to begin and the new Recreation Center is about to take shape.

Old Business:

- Joyce Goodman told the council members that she has not heard a decision
  about the summer work week yet
- 900 people across campus participated in the John Tarleton walk

New Business: No new business

Announcements: No announcements

A motion was made by Debra Schwartz which was seconded by Misa Flournoy to
adjourn the meeting. The motion was approved and the meeting was adjourned at 11:30
a.m.
MINUTES
Staff Council Meeting
October 5, 2006
11:00 a.m. – Howell Building

President Joyce Goodman called the meeting to order. The following substitutes were present – Debye Cox for Deanna Powell, Debby Payne for Misa Flournoy and Keri Sharp for Sylvia Hampton. The following members were absent – Tina Boitnott, Karl Easterling, Jose Soto and Christopher Stalker.

Connie Snider made a motion, which was seconded by Karen Hooks, to accept the minutes of the previous meeting. The motion was approved.

TREASURER’S REPORT: Christi Pfau reported that there was a balance of $24,136.30 in account 233500 and a balance of $9,708.94 in account 213500 as of 9/30/2006. Debra Schwartz made a motion, which was seconded by Sherrianne Boren-Magnani, to accept the Treasurer’s report. The motion was approved.

COMMITTEE REPORTS

Campus Representation: No report

Employee Recognition: Marenda Horton reported that the Staff Employee of the Year Banquet was held on September 28, 2006 in the Thompson Student Development Center Ballrooms. The event was well attended with about 140 people participating. The theme for this year’s event was Hawaiian. Fresh flower leis and the gifts for the twelve honorees were shipped from Hawaii. The Staff Employee of the Year award was presented to Mr. Jason Jacks from the College of Science and Technology. Pictures from the event were posted on Staff Council’s website.
Staff Employee of the month for September 2006 was awarded to Ms. Karen Schecht in the International Office. Staff Employee of the month for October will be awarded on 10/10/2006 in the Administration Building.

Staff Development: Debra Schwartz reported that Staff Development Day is going to be held on May 17, 2007. The committee is presently working on organizing workshops, and deciding on the keynote speaker for that day. The committee is also planning a 6 hour workshop, available to people working on their CEOP certification. Their next committee meeting is planned for October 16, 2006.

Compensation and Benefits: Ashraf Jafri stated that she, Angie Brown and Tina Boitnott met on September 18 in Angie’s office and went thru all the Staff Development Grant applications received for Fall 2006. The Committee received 22 applications. Most Staff Development Grant recipients received the entire grant amount of $250. Four people were awarded a partial grant of $150. There were some applications that were denied because it was the same person applying for multiple grants, and 1 application was denied because the same training is offered by Tarleton.
Public Relations: Joanna Ince reported that the new brochures were ready to be distributed and showed samples of the new brochures to the Staff Council members.

Special Events: Glenda Stone stated that their committee met the previous week and finalized the details for the Holiday Showcase. She reported that the registration forms and flyers were currently being sent out. The date for the Halloween Carnival has been changed from Thursday, October 26 to Monday October 30, 2006. Jason Jacks stated that the Special Events committee would like to have some male volunteers to help them with the Holiday Showcase.

Killeen: No report

Ad Hoc: No report

Vice-President’s Report: No report

President’s Report: Joyce Goodman reported that she did not meet with Mr. Graham last month. Joanna Ince and Christi Pfau attended the new employee orientation, which was held on September 26. Joyce stated that she was looking forward to meeting with Mr. Graham and getting more feedback on the Staff Employee of the Year banquet.

Old Business:

- Joyce Goodman told the council members that she has not heard a decision about the summer work week yet
- Staff members are participating very enthusiastically in the John Tarleton walk

New Business: No new business

Announcements:

Debra Schwartz asked staff council members to contact her if they had any ideas about food items for Staff Development Day.

A motion was made by Maureen Scantling which was seconded by Debra Schwartz to adjourn the meeting. The motion was approved and the meeting was adjourned at 11:30 a.m.