

Staff Council Meeting Minutes  
Sam Houston State University  
March 7, 2018

I. Call To Order

Megan Hobbs Barrett called the meeting to order at 0:3.m

II. Reading/Approval of Minutes – David Arriola

On February 19<sup>th</sup>, the February 2018 Staff Council Meeting discussed Staff Council's involvement in the Community Engagement to discuss Staff Council's involvement.

V. Committee Reports

Christene Hughes from Human Resources was announced to be our March  
on staff recipient. The committee will present her the award following the meeting.

Nominations and Election Pam Laughlin

David Arriola emailed the proposed changes to the Staff Council bylaws to all  
members to review. Pam thanks all the members of the Nominations and Elections  
Committee for all their hard work on the revisions, with a special thank you to Gene  
Roberts for his input.

An overview of the major revisions recommended by the Committee included:

Article I: Clarifying that no levels of Vice Presidents including AVP's are eligible for  
election to Staff Council.

Article II: Representation sections from II & III were combined to avoid redundant  
information.

Article III: Clarification to the election of the chair by add that the Chair will have  
their term extended by 1 year to meet the Board obligations. If a member moves to  
a new division, the member's new supervisor must approve the staff members  
continued participation in Staff Council. Members who are absent more than 3  
consecutive meetings will not automatically be removed, but will go to Board  
for review. The secretary will then notify the member should they be removed.

Article V: The secretary will send out the meeting agenda 3 days before the meeting  
instead of 5 days. The election of officers will be held on the 14th day of the month.

be able to register the day of outside of the LSC ballroom for any sessions that are not currently full.

Staff Affairs Natalie Payne

Dawn Caplinger reported that the President's Office did not review the campus smoking policy during its review of campus policies. The policy is a directive from the Texas State University System office and therefore was not subject to review. Staff Affairs has drafted a letter to the President's Office addressing staff concerns regarding the implementation and enforcement of the smoking policy.

One member asked for clarification on the wording in paragraph one regarding supervisors may be reluctant to report their staff for violations. In drafting that sentence, the Staff Affairs Committee believed that supervisors would not report their staff if other supervisors were not, and that reporting could cause issues. The wording will be updated to include staff being reluctant to report supervisors for fear of reprisal.

Suggestions for addition to the letter from a few members were to include a possible solution for the campus smoking policy implementation and enforcement. Members agreed that the language was adequate as is, and that Staff Council is willing to work with the administration on a solution after they agree to a review.

A motion to approve the letter with the changes made by David Arriola and seconded by Dawn Caplinger. All members were in favor and none opposed. Letter approved.

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.

Evan Anderson addressed members of Staff Council about the Arbor Day Celebration at SHSU. The event would like more staff members to participate this year. Interested members should contact Emily Snider in the Office of Student Initiatives.

5K Run: Kim Johnson

The SHSU food pantry is having a 5K Glow Run. Kim Johnson passed out flyers and encouraged members and departments to participate. The deadline for departmental sponsorship is March 28

Feed the Growl Megan Hobbs Barrett

The Houston food bank will be on campus Tuesday March 20 from 1-4pm bringing 10,000 lbs. fresh and free produce. The food will be able to all students, staff, faculty and community members. Guest only to bring a form of identification and are looking for volunteers. Those who are interested should contact Candice Wilson from student success initiatives.

IX. Upcoming/Future Events

Spotlight on Staff – Following the Meeting

Next Council Meeting – April 11

July Retreat, July 18 @ Bearkat Camp

All Paws In, April 14<sup>th</sup>

Spring Social May 17, 4pm @ Kat Klub

Coffee Conversations: Hot Topics April 22-3:30pm LSC 320

X. Adjournment

Rebecca Lewis motioned to adjourn the meeting and Kyle Barnard seconded. Meeting was adjourned.

Minutes submitted by: David Arriola