

***Staff Council General Meeting Minutes***  
***Sam Houston State University***  
***May 12, 2021***

**I. Call To Order**

Justin Ball called the meeting to order at 1:32pm.

**II. Reading/Approval of Minutes – Kristin Ware**

The April meeting minutes were emailed to members on April 28th. No corrections to the minutes were received. A motion to approve the minutes was made by Natalie Payne and seconded by Natali Maness. All members were in favor and none opposed. Minutes were approved.

**III. Treasurers Report – Rachel Bubela**

Rachel submitted the following balances:

- PDC: \$1220.18
- Friends of Staff Council: \$4,706.73
- E-board: \$830.00
- Staff Development: \$370.00
- Nomination and Elections: \$50.00
- Special Events: \$2,574.27
- News and Networking: \$5.48
- Staff Affairs: \$0.00

We are currently receiving \$40.00 per month in payroll deduction donations for Friends of Staff Council.

**IV. Chairs Report – Justin Ball**

Justin reported that Dr. Drew Miller reached out to him to discuss the possibility of presenting to Staff Council andndndadMi2 (1)dID 64 im t Doute(dM)-1 (iwl2TJ)/4 (dM)-1 (i)-E-1 (-E lack of information. Justin asked everyone to submit their thoughts, concerns to him via email. Several members expressed varying opinions about Dr. Miller's request to present information about the COVID-19 vaccine and/or set up a booth at our Spring Fling event. Justin tabled the discussion in favor of scheduling a special session to talk further.

**V. Committee Reports**

News and Networking: Jerrell Sherman

Jerrell reported that the May winner for Spotlight on Staff is Kathy Chisum from the Academic Success Center – First Year Experience (details pending).

Nominations and Elections: Natalie Payne

Natalie reported that we received 61 nominations. Her committee is following up with those nominated to verify acceptance and gather biosketches for the ballot which will go out at the end of May/early June.

Special Events: Maggie Odom & Shelly Nettuno

Shelly reported that our Spring Fling Event is on schedule for Wednesday, May 19<sup>th</sup> at 11:00-1:00 in the LSC Mall area. Donations to the Food Pantry are encouraged. Volunteers are signed up and delivery to off-site locations has been arranged.

Staff Development: Haley Rothrock & Nikki Stifflemire

Nikki reported that the final Hot Topics for this year is scheduled for Tuesday, May 25<sup>th</sup> at 2:30-3:30. The topic is Cybersecurity and will be held via Zoom.

Staff Affairs: Tiffany Driver

Tiffany reported that unfortunately, we cannot use the staff promo code on GrubHub. Kristy Vienne is aware of the issue but there is no fix at the moment. Tiffany also discussed the leave policy. Changes have been suggested by the faculty to alter their leave policy in the event they cannot physically teach on campus to include reasonable alternatives such as teaching online courses, course development, research, etc. The staff leave policy cannot be updated in such a way. We discussed the possibility of extending the option to telecommute. However, several jobs including custodial, ground maintenance and protective services cannot be done remotely. Justin mentioned a policy in place at Austin P which allows for personnel to be compensated in the event someone is not able to work in person and another person needs to take on additional responsibilities. The discussion was tabled in favor of scheduling a special session to further discuss a staff leave policy.

**VI. Old Business: Updates, Discussion, or Action**

There was no old business to discuss.

**VII. New Business: Updates, Discussion, or Action**

Rachel reported that plans for the Annual Retreat are beginning to take shape. The retreat is currently scheduled for Wednesday, July 14<sup>th</sup> at 10:00-2:00 and will take the place of our July general meeting. Location is TBD at this time, but an invitation will be sent out once final arrangements are confirmed. Natalie followed up to offer some background about the intent and goal of the Annual Retreat for new members.

Justin requested nominations for open E-board positions. Benji Cantu nominated