



TEXAS A&M UNIVERSITY - SAN ANTONIO

## Staff Council

**Monthly Meeting**  
**3:30 – 5 p.m.**

**January 18, 2023**

### **January 2023 Staff Council Monthly Meeting Agenda**

- **Call To Order**
- **Roll Call**
  - President – Mary Kay Cooper (Class of 2022, EEO #1)
  - Vice President -- Rebecca De Leon (Class of 2023, EEO #3)
  - Treasurer – Tim Gritten (Class of 2023, EEO #1)
  - Secretary -- Allison Noll (Class of 2023, EEO #3)
  - Historian/Parliamentarian -- Heather Olague (Class of 2024, EEO #1)
  - Cynthia Alejos (Class of 2024, EEO #3)
  - Yaribel Caraveo (Class of 2024, EEO #3) **absent**
  - Huda Eltayeb (Class of 2024, EEO #4) **absent**
  - Mia Garcia (Class of 2024, EEO #4)
  - Angelica Garza (Class of 2023, EEO #3) **absent**
  - Aaron Guerrero (Class of 2024, EEO #3)
  - Liesl Hons (Class of 2024, EEO #3)
  - Celena Mendoza (Class of 2024, EEO #4) **absent**
  - Joseph Pickering (Class of 2024, EEO #1)
  - Clarissa Tejeda (Class of 2024, EEO #1)
- **Committee Reports**
  - All-Staff Meeting – Allison Noll, chair
    - Confirmed Dates
      - January 5, 2023: 8:30-10 am – debrief **Provided feedback on the meeting and shared a few details. The meeting had a full room of staff attending and the information covered included employee spotlight award (Joni Foster), remarks from the Provost, departmental move updates, salary compensation and remote work policy, and suggestion box items, divisional recognition, and shoutouts.**
      - April 6, 2023: 2-3 pm **April meeting has been moved to the afternoon to mimic the November meeting time. It was a well-received change, so the committee decided to move forward with it for the April meeting. Will be looking into refreshments for the meeting and either using Chartwells or buying snacks from HEB for the meeting (decision will be based on budget availability).**





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Already have a handful of topics in mind for the meeting, so will begin planning soon.

- Social and Community Service – Angel Garza, chair
  - Holiday Wrapping Party for Adopt-A-Family – debrief **good response from the wrapping party; 15 families were adopted and gifts were purchased by various departments.**
  - Holiday Door Decorating Contest – debrief **contest was a success; Advising Center won first place; gift cards were given to top three and the Jaguar Spirit winner.**
  - Staycation? **No updates on staycation yet as planning has not started.**
- Appreciation/Recognition – Cindy Alejos, chair
  - Next award: April 2023 All Staff Meeting
  - **January winner was Joni Foster; was awarded certificate, gift card, and 8 hours of PTO at the January 5<sup>th</sup> meeting; there were 9 nominations total**
  - **Timeline the committee has been using is working, so they will continue the process for the April meeting. Information will be sent soon.**
- Communications/Marketing – Heather Olague, chair
  - Communications and Marketing assessment
  - Web site **Website will be updated soon with employee spotlight winners, meeting minutes for all staff, staff council, and exec staff.**
  - Social Media posts **Meet the member Monday social media posts are continuing also.**
- **Other Committee Service (reports in Teams, any question for the below?)**
  - Staff Compensation Advisory Committee – Pru Morris
  - Employment Engagement Taskforce – Mary Kay Cooper
  - Parking Committee – Rebecca De Leon and Allison Noll
  - University Food Services Committee – Liesl Hons
  - University Resource Commission – Joseph Pickering
  - COEHD Dean search – Joseph Pickering
  - Faculty Senate meetings – Heather Olague
  - Institutional Effectiveness – Clarissa Tejada
  - Parking Ticket Appeals Committee – Huda Eltayeb
  - Space Committee – Tim Gritten **University purchased Mod C and will be re-utilized after departmental moves. Changes to Ad Astra access are in the works and the team is developing a plan for how they want to handle space requests.**
  - Employee Development Day – Clarissa, Yari, and Huda
  - **Presidential Search Committee – Mary Kay Cooper will be on the search committee but will not be able to share details in future meetings.**





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- **New Business**
  - Executive Committee updates – none (1<sup>st</sup> mtg Jan. 24)
    - No updates to share as the first meeting for executive staff with Dr. Schott is January 24<sup>th</sup>. Mary Kay has been meeting with Jessica in OOP for preparation of meet and greet with the interim president on January 24<sup>th</sup>.
  - HR Update – Martha Gonzalez
    - Updates for AWL and compensation study were provided at the All Staff Meeting. Advisory committees for the compensation study are meeting and final updates should be finished by the end of January.
    - Employee development day planning will begin at the end of January. 3 members from staff council volunteered to be on the committee: Clarissa, Yari, and Huda.
  - Suggestion Box Items (see supplemental document)
    - Only suggestion submitted was to request communication when candidates for positions are chosen. Referenced the positions for assistant dean of students and associate vice provost. Mary Kay provided follow up and feedback.
  - Listening Hours (EEO)
    - Looking to see if the listening hours are providing positive feedback for staff. Also planning to bring back ‘conversations with cabinet’ to have Q&A time with members of cabinet and Dr. Schott if she wants to join. Staff Council wants to see the trend of topics discussed in both listening hours and conversations with cabinet to determine if there is a change with staff concerns and questions.
- **Open Floor Discussion** (ideas, issues, concerns)
- **Adjourn Meeting**

