



# TEXAS A&M UNIVERSITY SAN ANTONIO

## January 2024 Staff Council Monthly Meeting Agenda

- **Call to Order**
- **Roll Call**

Name	Class	Attendance
President - Rebecca De Leon	2023	Present
Vice President - Heather Olague	2024	Present
Secretary – Yaribel Caraveo	2024	Present
Treasurer – Liesl Hons	2024	Present
Historian/Parliamentarian – Mia Garcia	2024	Present
Cynthia Alejos	2024	Present
Huda Eltayeb	2024	Present
Aaron Guerrero	2024	Present
Clarissa Tejeda	2024	Present
Juan Espinoza	2025	Present
Joni Foster	2025	Absent
Melissa Gamez-Herrera	2025	Present
Abel Morales	2025	Present
Daniel Rendon	2025	Present
Dr. Reba Sims	2025	Present
Jennifer Valdez	2025	Present

- **Committee Reports-Liesl Hons-CHAIR**
  - Review of All-Staff Meeting
    - Thursday, January 11, 2024 - Overall went well and the speakers for the meeting were good.
    - Concern: There was a long line to get food as staff came in.
      - This was caused due to the fact that the room was not available until 30 minutes after the 11:30am start time.
      - Solutions for the future: create two lines
    - Concern: Ran out of food
      - Solutions for the future: Maybe having some snacks on the tables.
  - Next All Staff Meeting
    - Not date yet, but will take place sometime in April in the afternoon.
    - Potential Speakers:
      - Art Olague
      - James Meyer: Talk about the website
      - Dr. Catherine O’Brien – Daycare



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- Because of the time of year and the program will already be in full swing this speaker may not make sense.
    - Solution: Send some information via email to inform staff about the daycare to help spread the word.
  - Review All Staff Meeting Survey
    - 10 responses.
    - Overall results
      - no preference between morning and afternoon
      - People like food
      - Some shared they would like something more engaging like an activity.
      - Some people feel they are overloaded with information.
  - Staff input for staff council projects to focus on
    - Tabletop questions that we can tackle over the summer and report back in the Fall.
    - Not just using the suggestion box.
- **Appreciation/Recognition-Cindy Alejos-CHAIR**
  - Next Award: April Meeting
  - Admin Appreciation Day is this semester
    - Will be meeting with HR to get a list of all Admins
    - Hoping to do a small treat like the cookies we provided last year.
- **Social & Community Service-Huda Eltayeb-CHAIR**
  - Staycation is the next event. Still pending to meet but will meet soon now that everyone is back from break.
- **Communication/Marketing-Heather Olague-CHAIR**
  - Planning to follow up with staff council members who haven't submitted a bio or a headshot for the webpage.
  - Reminder: Jaguar's Remembered takes place this semester. Staff Council president will share staff who have passed.
- **Other Committee Service (reports in Teams, any question for the below?)**
  - Parking Committee – Waiting to hear back from Janae
  - University Food Services Committee – Liesl Hons
  - University Resource Commission – Heather Olague
  - Faculty Senate meetings – Heather Olague
  - Institutional Effectiveness – Clarissa Tejeda
  - Parking Ticket Appeals Committee - Huda Eltayeb (?)



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- Space Committee – Dr. Reba Sims & Clarissa Tejeda (waiting on a response)
- Employee Development Day - Clarissa, Yari, and Huda
  - Will continue to serve on the committee. Will take place earlier than previous semesters. 4/30/24
- **New Business**
  - **Executive Committee Updates**
    - Reflection tours
      - 20 staff members
      - 2 pioneer groups
      - Leadership team
    - Shuttle services are continuing for the Spring 2024
      - Parking lot behind BLH and next to the residence Hall will help with parking
      - But with these changes we don't know if the shuttle services will continue into the coming semesters.
    - Ground Breaking for Hospital takes place tomorrow 1/18/24
    - Budget
      - No details of compensation study but they are working on it and hope to have something in February.
  - **Suggestion Box Items (see supplemental document)**
    - Website issues
      - Will share with Dr. Ochoa
  - **Record meetings for Staff Council Web page**
    - Potential idea of uploading monthly staff council meetings to website for others to view.
      - Thoughts/ideas from the members:
        - As the voice of the staff council we should be transparent so we can let others to join.
        - Some board meetings have a public section in the agenda and then address closed business after.
          - Ex: Some sections of the agenda can be public but then have closed business for items such as brainstorming ideas or discussing matters for events that are not finalized



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- Questions from members:
  - What are we wanting to address in inviting the public staff to these meetings? Are staff wanting a space to share grievances or do they just want to know what's going on at the month staff council meeting? Answer: Staff want to know what's going on in the staff council meetings.
  - Is the suggestion to attend these meeting because of how faculty senate runs their monthly meetings?
    - Faculty Senate hosts monthly meetings that are recorded and all can attend. They leverage Robert's Rules of Order.
    - Staff Council offers quarterly meetings and town halls for staff. Month member meetings are for planning
    - Both organizations operate differently
  - Overall thoughts: Indifferent if people join or if the meeting is recorded. Just want to make sure we are being mindful of staff's time when inviting them to these meetings.
- **Open Floor Discussion (idea, issues concerns)**
  - Self-Generating Account:
    - At a previous institution the staff council has two accounts; 1 self generating and 1 with allotted budget.
    - Self Generating Account was used to fundraise and help give back to the staff, maximize funds, and boost staff morale.
      - Ex: Selling Turkey Legs and using the money generated to sponsor thanksgiving family dinners for a few families. Having more funds to host staff appreciation events (tacos and coffee)
    - Thoughts/ideas/questions from members:
      - Overall, interested in the idea but are wanting to be mindful of staff council members time and their roles at the university.
      - Do we need a larger staff council?
      - Is this idea something that could be considered for the upcoming year.
  - Recruitment effort for Staff Council?



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- Currently supervisors nominate staff. Last year an invitation was sent out to all staff.
- Thoughts/ideas/questions from members:
  - Thinking of maybe recruiting at April all staff meeting.
  - Social Media
- Upcoming events/tasks:
  - Creating ballots for new staff council members.
  - Creating ballots for vacation days.

**Adjourn Meeting**