



TEXAS A&M UNIVERSITY - SAN ANTONIO

## Staff Council

**Monthly Meeting**  
4 – 5 p.m.

**September 21, 2022**

### September 2022 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)
  - Huda Eltayeb (Class of 2024, EEO #4)
  - Mia Garcia (Class of 2024, EEO #4)
  - Angelica Garza (Class of 2023, EEO #3)
  - Aaron Guerrero (Class of 2024, EEO #3) **absent**
  - Liesl Hons (Class of 2024, EEO #3)
  - Celena Mendoza (Class of 2024, EEO #4)
  - Yvette Milo (Class of 2023, EEO #3)
  - Joseph Pickering (Class of 2024, EEO #1)
  - Clarissa Tejeda (Class of 2024, EEO #1)
- **Committee Reports**
  - All-Staff Meeting – Allison Noll, chair
    - Confirmed Dates
      - November 3, 2022: 2-3 pm
      - January 12, 2023: 8:30-10 am (Convocation day)
      - April 6, 2023: 9-10 am
    - **Committee will be meeting soon to begin planning for November 3<sup>rd</sup>. List of potential ideas ready to go and considering a networking/ice breaker idea. Will consider changing date for January meeting since it is the same date as spring convocation.**
  - Social and Community Service – Angel Garza, chair
    - Next socials and service?
    - Lip Sync Battle and Costume Contest: **confirmed date of October 31<sup>st</sup>; Liesl is main rep as she is also on the SECC committee**
    - **Holiday wrapping party for adopt-a-family will be December 15<sup>th</sup> from 3-5 pm in Vista Room; planning for festive drinks/snacks**





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- Will be working with Student Involvement/Cristina Dominguez to get family list as well as Dr. Zeak for students in shelters that may be in need
  - Holiday Door Decorating Contest-submission deadline is December 5<sup>th</sup> and winners will be announced on the 15<sup>th</sup> at the wrapping party; looking for fun ideas for prizes instead of gift cards
  - Monthly socials-looking for different options to have a bigger scale staff social after spring convocation instead of the monthly, low-attendance ones.
- Appreciation/Recognition – Yvette Milo, chair
  - Next award: November 2022 All Staff Meeting
    - Call out will be sent today or tomorrow and deadline is on October 7<sup>th</sup>
    - Call for January meeting will be on November 14<sup>th</sup> and then call for April meeting will be on January 13<sup>th</sup>
- Communications/Marketing – Heather Olague, chair
  - Communications and Marketing assessment
    - 63 responses from survey; provided details on the assessment of results.
  - Web site: only a few updates needed to the website; work in progress
  - Social Media posts: meet the member Mondays are under way, staying up to date with anonymous feedback posts, etc.
  - Staff council information for new-hire packets
- **Other Committee Service (reports in Teams, any question for the below?) – no comments for reports listed in Teams**
  - Staff Compensation Advisory Committee – Pru Morris
  - SECC – Liesl Hons
  - Employment Engagement Taskforce – Mary Kay Cooper
  - Parking Committee – Rebecca De Leon
  - University Food Services Committee – Yvette Milo
  - University Resource Commission – Joseph Pickering
  - COEHD Dean search – Joseph Pickering
  - CFO search – Heather Olague
  - Faculty Senate meetings – Heather Olague
  - Institutional Effectiveness – Clarissa Tejeda
- **New Business**
  - Executive Committee updates (Sept. 13 mtg) – discussed updates that Dr. Matson shared during the executive committee meeting.
  - HR Update – Martha Gonzalez –





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- Finalized evaluations will be due September 30<sup>th</sup> including self-evaluations, manager review and meeting, employee acknowledgment, etc.
  - Question asked about moving timeline of evaluation to May-June instead of the September timeline
- Merit pay based on employment date prior to 9/1 of the previous year and evaluation completion; percentage amount example provided regarding size of offices, etc.
- Flu Shot clinics this past week and on September 28<sup>th</sup> with the help of Walgreens; Mobile mammogram clinic on October 24<sup>th</sup>.
- Employee Engagement focus groups coming up
- Compensation Study consultants working on report and hoping for the first draft to be ready in first week of October.
- Suggestion Box Items (see supplemental document)
  - Reviewed items from suggestion box
- Listening Hours (EEO and Dr. Matson)
  - Discussed what to do with the information learned from the listening groups. Tim will lead a small group to discuss the information. Heather, Huda, Rebecca, and Liesl also volunteered.
- **Open Floor Discussion** (ideas, issues, concerns)
  - Parking was a hot topic discussion and council is considering having a meeting with them prior to October staff council meeting to express concerns and get some answers.
- **Adjourn Meeting**

