

02.15.17 Meeting

Attendees:

X- Janet Anderson
X - Chad Ballard
X - Molly Baur
X - Jeremy Gamez
X - Wendy Hooten
X - Leslie Horn
X - Stephanie Keahey
X - Jodi Oelrich
X - Kim Scarcelli
X - Mandy Shaw
X – Jody Todhunter
X –James Vanbebber

Guests Included: Billie Abell; Jill Mobley

Agenda

- Call to Order and Welcome
- Financial Report (Jeremy)
- UEC Update (Jeremy)
- Committee Reports
 - Updated list of all sub-committee members
 - Events/Fundraising (Billie)
 - Administrative Professionals' Luncheon
 - Meal options
 - Upcoming Event(s)
 - Staff Recognition/Appreciation (Kim)
 - Anniversary Cards
 - EoM - January logistics
 - Communication (Jeremy)
 - New EoM templates
 - Governance (James)
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 - Staff Development (Mandy)
 - Professional Development Day
 - Update on mtg. w/ President's Office

Unfinished Business:

- Follow-up - Presentation/Proposal by Brian McGinley (University staff member)
 - Vote for proposal to be submitted, by Mr. McGinley, to VPBA.
 - Purpose of SC's vote:

"I believe Brian's suggestion was based on a State program that currently exists, but since he includes "additional rewards", there is a financial impact here. I think what we were really asking is if Staff Council thinks it is a good idea and thinks this would be a good idea for current resources. At the end of the day, I believe this would be a PAC decision, but we would want to know if the Staff Council encourages us to consider it." -Alicia Currin

New Business:

- Date and time of SC mtg. conflict with U.E.C.
 - Administrative Professionals' Luncheon
 - Quarterly Coffee w/ Council - Check supplies
 - Be there by 8:15 for setup
 - Get coffee and filters prior to morning
 - Coffee and creamers
 - Hot water
 - The totes (Billie's closet)
 - Cups
 - Email is out
 - Donuts
 - Communication pieces from campus partners (i.e. Advancement-Century Challenge)
 - Share Drive, Binders for 2nd cohort, etc.
 - Update of members on website
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- The meeting was called to order at 9:03 a.m. by President Jeremy Gamez
 - Financial Report (Jeremy)
 - Ending balance - \$20, 755.11
 - Campus Partners –
 - Majority have submitted funds for a total of 23 partners
 - \$6900 has been collected (with \$300 still processing) for a \$7200 total
 - Funds will be used to offset costs for various events (i.e. Administrative Professional luncheon)
 - James V. made a motion to accept the finance report, Mandy S. seconded the motion, council approved
 - UEC Update (Jeremy)
 - “Century Lions” – celebrating 100 years of being a state institution
 - March 14 and 15th will be the Century Challenge
 - Asking for commitments of \$100 donations (in addition to any current donations)
 - Dr. Keck – University Updates
 - COO of Development – is moving ahead with one-time money
 - COO may not have affiliation with TAMUC
 - Will be creating a strategic plan working with the VP of Advancement
 - Associate VP of Enrollment Management – has approval to move forward
 - The athletic fee referendum has been approved by the Board of Regents to move forward
 - The fees will be carried out over the next four years
 - Will be monitored through Student Affairs and not Athletics
 - In the first year, \$866,000 in new money will be freed
 - A strict audit trail of where the money is going will be in affect (i.e. scholarship maintenance)

- In four years, approximately \$3.4 million will be freed
 - This is going through an expedited process in order for a fall start date
 - This is for student not administrative agenda to benefit students
 - Hiring Freeze – in effect January 31 - August 31, 2017
 - Any offers prior to January 31st will be honored
 - This effects state-funded positions only
 - GAs, Faculty, Adjuncts – contract can be extended but not a new hires
 - 45 days out (April) can start summer extension
 - No administration positions
 - No press releases about new hires
- Jill Mobley – guest – “Lion Giving Days” – March 14 and 15th
 - Concentrated fundraising efforts
 - Amplified giving through matches and challenges
 - University exposure online through social media
 - Increased engagement
 - High number of first dollars
 - First ever giving day at TAMUC
 - 2-day fundraising event celebrating 100 years
 - Goal 1 - \$100,000
 - Goal 2 – 1917 total donors
 - Goal 3 – 1889 donors accepting the Century Challenge and giving at least \$100
 - Matching –
 - Dr. Sang Su – will give an extra \$200 if 80% of his faculty and staff participate
 - President Keck – will match gifts given during “President’s Happy Hour” up to \$1000
 - Mane Messengers
 - Jill M. will be meeting with the Foundation Board via phone conference today and Thursday
 - Hoping to receive \$10,000 to be used as a prize for department enrollment
 - Jill M. will be meeting with the Alumni Association Board for a donation
 - Prizes –
 - Geographic Prize
 - Prize for further alumni and furthest friend
 - City versus city participation challenge using top 8 cities of alumni
 - Class year Challenge
 - Prize for most funds raised – brick in alumni brick garden
 - Prize for most participation – highlight in PRIDE magazine
 - Participation –
 - Must be given either March 14th or 15th
 - Gifts can be any size
 - Gifts can support any fund
 - Gifts can be made online at: www.tamuc.edu/give

- Gifts can be made via cash, check, credit card, or payroll deduction
 - All gifts are tax deductible
 - Goal/Focus – On the number of donors
 - Other – unspecified donations will go to the Greatest Needs Fund, President’s Scholarship, or the Mayo Scholarship
 - Task of Staff Council –
 - Share the social media push
 - Share at Coffee with Council
 - Communication Committee will put on Staff Council page
- Committee Reports
 - Events/Fundraising (Billie)
 - Administrative Professionals Luncheon – April 25th at First Baptist Church from 11:30-1:00
 - Maximum Number in Attendance – 200 (187 attended last year)
 - Decorations – will include mirrors, flowers in vases, table clothes
 - Food Options - various quotes are being requested from different caterers with the budget of \$12/person
 - Tickets – will be the same layout as last year
 - Cost - \$10 per person
 - Service – SACs will be serving beverages to the tables; desserts will be on each table
 - Staff Council mentioned paying \$2 of each ticket price
 - Staff Council voted to rent table clothes from Sodexo for \$4/cloth
 - Staff Council voted to give Campus Partners a complimentary ticket to the luncheon and a pennant
 - Janet made motion to both votes
 - Mandy seconded the motion
 - Staff Council passed the motion
 - Various departments and businesses will be asked to contribute swag for door prizes
 - Staff Recognition/Appreciation (Kim)
 - Staff Council is interested in sending out anniversary post cards
 - Needed from Committee:
 - Definition of how the process will be done
 - Number involved via Human Resources
 - Decision of how signatures will be dealt with
 - EoM – January Logistics
 - The presentation will be February 21st at 1:00
 - Communication (Jeremy)
 - Two new EoM templates have been created
 - Need additional quotes from former EoM
 - Thank you cards have been prepped to use for random acts
 - Governance (James)
 - Nothing to report
 - Staff Development (Mandy)
 - Mandy and Jeremy met with Linda King to discuss Professional Development Day last month
 - Tentative schedule as follows:
 - Awards (Ferguson) – 9:30-10:30

- Keynote Speaker (Ferguson) – 10:30-12:00
 - Lunch (SRSC) – 12:00-1:30
 - Forum with President’s Council (SRSC) – 1:30 – 3:00
- Scheduled for Thursday, October 5th
- President’s Office will cover cost of breakfast and lunch catered by Sodexo
- Mandy will be sending out links regarding the various keynote options to each Staff Council member to vote on
- Staff Council voted to set a \$2000 cap in assisting in the keynote speaker cost
 - James motioned
 - Wendy 2nd the motion
 - Council approved

Unfinished Business

- Follow-up - Presentation/Proposal by Brian McGinley (University staff member)
 - Vote for proposal to be endorsed by Council to send to President’s Advisory Council (PAC)
 - Mandy motioned
 - Wendy 2nd the motion
 - Motion carried
 - James will send an email to Alicia Currin regarding the proposal

New Business:

- Date and time of Staff Council meeting conflicting with UEC currently
 - Jeremy will send a Doodle to determine times available by members
- Coffee with Council – February 16, 2017
 - Set-up will be at 8:15
 - James will be supply hot water, food, and creamer
 - Leslie will be in charge of the totes
 - Jeremy will supply prize for the Mardi Gras baby
 - Jodi will prepare a sign-in sheet

The meeting was motioned for dismissal by Stephanie, and seconded by James. Motion approved with dismissal at 11:11 a.m.

Minutes are respectively submitted by Kim Scarcelli on February 15, 2017, 5:04 pm.