



General Meeting Minutes

Wednesday, December 18, 2024

10:02 am – 11:20 am

Present Staff Council Executive Board Members: Adrian Bermudez, Staff Council President ♦ Jr Sears, Staff Council President-Elect ♦ Shiya Rawls, Staff Council Treasurer ♦ Nick Martinez, Staff Council Communication Officer

Absent Staff Council Executive Board Members: Katalina Castillo, Staff Council Secretary

Special Guests: Amanda Clay, Staff Ombuds ♦ Christian Purdy, Manager, Projects, Compliance & Communications ♦ Sandra Jacobson, Associate Director, Annual Giving ♦ Dr. Loren J. Blanchard, President ♦ Jay Zambrano, Vice President, Advancement and University Relations

Location: [Zoom Webinar](#)

1 Call to Order 10:02 am

Presenter: Adrian Bermudez, Staff Council President

2 Meeting Agenda Review 10:03 am

Presenter: Adrian Bermudez, Staff Council President

3 Approval of November Meeting Minutes 10:04 am

Presenter: Adrian Bermudez, Staff Council President

4 New Employee Announcement 10:05 am

Presenter: Shiya Rawls, Staff Council Treasurer

5 [Edge Grant](#) Presentation 10:06 am

Presenter: Jr Sears, Staff Council President-Elect

- Adrienne Miles, Office of the President
 - o Been with UHD for over 6 years

This agenda is subject to change at the discretion of the Staff Council Executive Board.

- Plans to attend the [Spring 2025 CLE Workshop: Discrimination Law](#)

6 November [Kudos](#) 10:07 am

Presenter: Jr Sears, Staff Council President-Elect

7 Share the Good News 10:09 am

Presenter: Adrian Bermudez, Staff Council President

- Thank You for Honoring Our Veterans
- Giving Tuesday Goal Surpassed!
- Holiday Decorating Contest Participants
 - 16 entries across 15 departments
- Holiday Decorating Contest Winners
 - 1st: “Welcome to Tech County”, Information Technology
 - 2nd: “A Swampy Christmas”, Student Success and Student Life
 - 3rd: “Take the UHD Express to the North Pole”, University Relations
- Staff Spotlight – Ovi Galvan, University Registrar
 - A couple Saturdays ago, Ovi was televised on Univision during a segment called “Contigo en La Comunidad” (With You and the Community). He was promoting the “Tu Futuro” (Your Future) scholarship partnership between Univision and UHD.
- Thank You to all staff volunteers behind the scenes at the Fall Commencement 2024!
- Congratulations to any staff members who are a part of the Class of 2024 Graduates!
- Thank you to the Toy Drive Donors and Holiday Gift Wrapping volunteers!

8 Guest Panelists 10:18 am

Presenter: Amanda Clay, Staff Ombuds

- Overview of [Staff Ombuds](#) Services
- About Staff Ombuds
 - The Staff Ombuds is a neutral agent you can talk to about work issues, such as interpersonal conflict, questions about university policy, assigned duties, working environment, etc, and outline available options.
- What can I expect when meeting with the Staff Ombuds?
 - **Credentials:** I’ve been trained by the International Ombuds Association so I abide using their standards of practice and code of conduct.
 - **Confidentiality:** Your conversation is kept confidential and is not shared with anyone else unless you give me permission to do so.

This agenda is subject to change at the discretion of the Staff Council Executive Board.

- Caveat 1: There is imminent risk of harm to yourself or others or if this a Title IX issue.
 - Caveat 2: A log of visitors is kept, but only to track number of visits and general themes. Personally identifiable information is not included in the log.
- **Independence:** This role is independent of the University's administration.
- **Impartiality:** I remain neutral, unaligned with any side, and impartial. I do not engage in situations that could create a conflict of interest.
- **Informality:** Talking to me is not putting the university on notice or part of the formal grievance process.
- What can I talk to Staff Ombuds about?
 - Questions about assigned work and responsibilities.
 - Interpretations and applications of university policies.
 - Interpersonal conflict in the work setting.
 - Resource for staff involved in a grievance.
 - If you're not sure, just ask!
- How do I set up a meeting?
 - Email staffombuds@uhd.edu
 - In-person or virtual meetings
 - I will not send you a calendar invite because I don't know who has access to your calendar so if we meet, I rely on you to set your own reminder.
 - I don't disclose the location of the meeting for privacy, but it is not on the 9th floor. The office is in a neutral location.
 - Please be patient because this is my 2nd role, so if I do not get to your email right away, please know that I will respond as soon as possible, and I do my best to be as available as possible.

-
Presenter: Christian Purdy, Manager, Projects, Compliance & Communications

- Overview of Policy Review Process
- I am not a policymaker, I support the process on sort of the administration side.
- If you see something that should be changed in a policy, I advise you to reach out to the person listed as the responsible party on that policy.
- I do not influence what goes in the policy at all. I ensure that it abides by our style guide, that it follows the right steps in the process, and that people are as informed as they can be throughout it.
- If you reach out to me about a policy and I forward you to someone else, it's not because I am shrinking my responsibility, but it's because

This agenda is subject to change at the discretion of the Staff Council Executive Board.

I think probably somebody else could be a better servant to you in that time.

- Resources
 - o [Policy Development](#): Briefly outline our policy development process.
 - First to start, the responsible parties typically are senior executives at the university, such as vice presidents or assistant associate vice presidents and, in rare cases, executive directors or directors. Those are the primary stakeholders to turn to if you have a concern about a policy or you're not quite sure how to interpret what it says.
 - Those folks liaise with me to get an official copy of the policies and then they work with a team or in the case of academic policies, they work through committee in order to determine if the policy language needs to change or if it can be reaffirmed as is, or if the policy needs to be rescinded, taken offline, retired, or if the policy can be merged with another policy.
 - o [Policies Under Review](#): You can access a [SharePoint web page](#) that is maintained by me by logging in. You can see the different policy statements that are maintained by UHD and all the system administrative memoranda that are maintained by the UHS that are in review, policies, and SAMs that have been approved this year.
 - Catalog of where things are in the process.
 - When policies are in a comment period, you'll be able to find the right contact information for those policies here.
 - The left column are things specific to UHD.
 - The right column are things that all UHS employees are governed by.
 - SAMs are maintained by UHS Compliance Office at uhpolicies@uh.edu
 - The first step in most of these reviews is the subject matter expert, or the committee reviews the language of the policies that are overdue for review and suggest changes.
 - The review period is typically three to five years for compliance. Some policies have a review period of every year or every other year in the cases that it's an interim policy that needs to be reviewed after one year.

- Policies can be reviewed more often and we do encourage the responsible parties to review at least yearly to ensure that no legal changes need to be made or any regulations that we are now required to comply have happened.
- Sometimes policies are sent to a Policy Advisory Committee for review.
 - This committee was newly formed because UHD's policy on policies was revised which allows for different type of policy review outside of full review.
 - The committee represents all the employees at the university by including representatives from every division and college.
 - Policy Advisory Committee meetings are open and will have the information listed here as well for transparency.
 - They do not create a policy.
 - Support an efficient policy administration process.
 - Not always a part of the process because not all policies go through expedited review.
 - In the cases that we do have legal changes that were required to change our policy to comply with, emergency changes, or simple grammar mistakes that people notice after the fact.
 - It is sent to the president for his review because it doesn't change much or because there is not much of a choice because the law has changed in many cases.
- The next step would be a policy review process in preparation for the comment period.
 - I will receive the policies and clean them up so that they are ready for the subject matter experts or committees to review.
- Send the policy for comment period of 2 weeks unless something needs to be addressed, isn't clear, links are broken, etc. Then, it would bypass the comment period and go to authorization because there was no substantial change there.
 - You can still make a comment at any time.
 - If you do not know who the responsible part I can switch forward your comment to them.

- The next step would be the Academic Affairs Council (AAC) review, which typically only applies to policies that affect the academic enterprise or faculty.
 - Members of leadership, such as the Deans, the Provost, and the Faculty Senate President, can discuss the policy changes, and then they vote on whether they'd like to approve the policy.
- The final step is awaiting authorization from the president.
 - The subject matter experts reserve the right to incorporate the comments or not because some of their primary functions include preventing risk to the university. Some comments may not be incorporated as they may not be possible, legal, or feasible.
- It may be returned with comments or it is signed then HR and the Office of the Provost teams will add them to the website.
- The SharePoint web page is also updated about once a week along with updates given in the HR Newsletter.
- It typically takes three to four months for a policy to go from beginning to authorization.
- If a policy does not require many changes and it goes through the Policy Advisory Committee expedited review, it usually takes about a month or two because the policies still must be cleaned up and received by that team before they are submitted to the president.
- It's a pretty complex and involved process but please view me as an extremely accessible resource by reaching out to policy@uhd.edu.

Presenter: Sandra Jacobson, Associate Director, Annual Giving

- Update on [Give2Gators Campaign](#)
- Thank You! We had 235 participants who pledged a total of \$46,761.46 to colleges, departments, programs, and scholarships throughout UHD!
- Advancement and University Relations took the lead in giving!
- IT had 1/3 of their department donate.
- Marilyn Davies College of Business had 1/4 of their department donate.
- You get to choose where you donate the funds.
- 2/3 of the total came from staff.
- 3/4 of the gifts came from staff.
- Thank You to the [Give to Gators Committee](#) made of faculty and staff!
- Special Acknowledgements

This agenda is subject to change at the discretion of the Staff Council Executive Board.

- Jr Sears offered the first match open to all employees
- When that match ended, Adrian Bermudez stepped up to keep the motivation going
- When asked what motivated him to offer the match, Jr said that he's seen what Tremaine had accomplished with his matching offer.
- Thank you to Staff Council Presidents!
- Kimberly Lambert-Thomas, Vice President, Administration and Finance, offered a special 1:1 match for all gifts from Administration and Finance on Giving Tuesday!
- Jonathan Davis, Dean, Marilyn Davies College of Business, offered a special 1:1 match for all gifts from MDCOB faculty and staff during the final week of the campaign.
- Thank You for Matching! These matches added up to \$2,500 in additional support that followed where your gifts went.
- The IT Department went above and beyond to raise funds to support their student employees through the IT Scholarship Fund by hosting "Throw Pie at an IT Guy". This raised between \$250-300 and was matched to over \$1,000!
 - John P. Lane, Director, Technology Learning Services
 - Hossein Shahrokhi, Associate Vice President of Information Technology and Chief Information Officer
- Payroll Deductions will start in January.

9 Staff Council Business

10:47 am

Presenter: Adrian Bermudez, Staff Council President

- Staff Council Old Business
 - Pending questions from November.
 - Due to all this construction around the campus will working from home be offered to keep the traffic down?
 - Please have a conversation with your supervisor about remote work as it does fall under the [AWA Policy](#).
 - Are concerns about construction in the library impacting other floors being considered?
 - Yes, which is why the timeline for the demo and noise making process was strategically planned out to occur during the break to have less impact on the staff in the neighboring floors.
 - Kim Thomas has communicated that most construction will be done during the winter holiday break.

10 Guest Executive Leaders

10:51 am

Presenter: Dr. Loren J. Blanchard, President

This agenda is subject to change at the discretion of the Staff Council Executive Board.

- Brief Remarks to Staff Community
 - o Thank You for staff contributing $\frac{3}{4}$ of total contributions, time, and talent you put into the university!
 - o We were able to raise half a million dollars and those numbers are still adding up given the fact that so many people are still contributing by the end of the calendar year. We look forward to giving you a fuller report at the top of the new year.
- We have spent quite a bit of time this year and are using this anniversary year to really see who we are and to set ourselves apart from the other University of Houston System universities. But more importantly, helping to establish a more concrete understanding that the University of Houston System is comprised of four separate universities.
 - o We are the 2nd largest, and more importantly, we house the largest number of first-generation students.
 - o UHD was mentioned in the media 2,430 times.
 - o Our social media follows increased by 40%.
 - o Commencement is a celebration of why and who we are at UHD. It is one of the most important celebrations that we do and we were really excited about graduating nearly 2,000 students as those numbers continue to climb. I think we're now approaching 70,000 student who are now proud alumni of UHD. A lot of that has to do with the work that you have helped us to be able to master over this year so and subsequent years as well.
- Thank You to Staff Council Leadership!
- We have come a long way and we're going to continue to move forward and we're going to continue to need all of your support. I say that because you know we're about to begin 2025 very shortly.
 - o We'll be opening 1801 Main Street at the top of January, where we will have a number of departments moving there to now really engage people in the downtown area.
 - o We're also opening up our Criminal Justice and Urban Issues Data Analysis Center at 1801 Main Street for an opportunity for us to partner with the Sheriff's Department, Police, and Constable's Office in resolving a lot of crime issues we see not only in the downtown area, but the surrounding area as well.
 - o UHD Day at the Capital is coming up and it's going to be in February again, where we're going to need the help of staff members to be there front and center in engaging a number of our legislators.

- We have seats to fill as student graduate!
- We will continue to focus on the structural deficit issues.
- Thank You to everyone for all that you do and continue to do and happy holidays!

Presenter: Jay Zambrano, Vice President, Advancement and University Relations

- Invitation to [Alumni Jingle Mingle](#) Event tomorrow in the Welcome Center from 6 – 9 pm.
 - St. Arnolds, little bit of food, and DJ will be there.
- Thank You to everyone who donated to the university this year!
- You are still welcome to donate

11 Staff Council Business

11:07 am

Presenter: Adrian Bermudez, Staff Council President

- Staff Council Old Business
 - Pending questions from November.
 - VP Thomas name has been attached to responsibilities taken from other departments such as the budget office and handed to the departments. There are concerns being brought up – who should can I reach out for support? Staff council or staff council ombuds? Both? Structure Protocol is already being followed by reaching out to chairs, deans, etc.
 - DBAs are being asked to more and work every fiscal year. More specifically, task that the budget, travel, & HR offices use to do is being passed down to DBA's, not sure about CBA's but DBA's have concerns about this and need to know who we can reach out to in staff council about our concerns?
 - We reached out to seek recommendations that were that you should direct all your concerns starting at your department level, with your supervisor, and work with through the chain of command there.
 - If you feel like you are not being heard, you also have the option to engage the Staff Ombuds services as another alternative.
 - Based on the chat, it looks like you already spoke to HR.

- In order to grasp the full picture, you're more than welcome to email Staff Council and I will be more than happy to help steer you in what the next steps should be to help facilitate your concerns
 - As far as who is making the final decisions, the question will have to be parked as I do not have that answer available at this time.
 - To better serve you as a staff community, we need to have all of the information and what steps are already taken so we are not duplicating efforts and so that we can create a more cohesive next step in moving forward.
- Question regarding power shutdown during winter break holiday (confirmed)
 - See email sent from University Relations on 12-12 with subject line: **Maintenance Schedule Over the Holiday Break**
 - Please be mindful that the university is officially closed starting on Monday and so there is no guarantee that there will be power in the building such as AC or heater included.
- Dining Services Focus Groups/Survey
 - Took place last month.
 - Gathering experience with Chartwells and dining services in regards to the food quality, customer service, catering, catering service pricing, and anything that falls under dining service was a subject for discussion.
 - Myself, Jr, and Nick participated as well as folks from across all divisions that Division Ambassadors gathered
 - The survey closed yesterday.
 - Kim Thomas reported that we should have a report analysis by no later than the end of January at which that report will help us decide whether we will be negotiating our existing contract with Chartwells or if we will be looking for a different vendor.
 - We will know more on that when we return for the spring semester.
- Upcoming Bylaw Review
 - In Spring of 2025, Staff Council will convene and undergo an abbreviated bylaw review.
 - More details such as which bylaws will be reviewed soon.

This agenda is subject to change at the discretion of the Staff Council Executive Board.

- Staff Climate Survey 2025
 - o A survey conducted every two years.
 - o The last time that it was conducted was Spring 2023 so we are due this spring.
 - o It will be a collaboration between the Staff Council Executive Committee and partnership with Institutional Effectiveness.
 - o We will be revising the previous survey and make revisions to the questions before sending it out.
 - o We're hoping to send this out sometime before or after Spring Break. We will collect that data and then have a report analysis for you by the summertime.
- UHD JED Committee Opportunity
 - o This is an initiative that Dr. Daniel Maxwell and 3SL is leading.
 - o The invitation for committee members has been extended to staff.
 - o [JED Campus](#) is a signature program of The Jed Foundation (JED) designed to guide schools through a collaborative process of comprehensive systems, program and policy development with customized support to build upon existing mental health, substance use and suicide prevention efforts.
 - o Committees by Domains:
 - Developing and Supporting Live Skills
 - Social Connectedness
 - Identifying Student at Risk
 - Increasing Help Seeking Behavior
 - Providing Mental Health Services
 - Substance Misuse
 - Crisis Management
 - Means Reduction and Environmental Safety
 - o If you are interested please email uhdstaffcouncil@uhd.edu so we can recommend you as a staff participant to Dr. Daniel Maxwell.
- Performance Evaluations 2024
 - o Tentatively to begin in February 2025 and is subject to change. This delay is due to the migration of systems.
- Staff Engagement Opportunities
- REMINDER: Gator Blue Fridays UHD garments (shirts, hats, etc.)

- December 19: Provost Office Holiday Open House 2 – 4 pm, OMB S950

- December 19: [Alumni Jingle Mingle](#), 6 – 9 pm, Welcome Center Lobby
- December 23, 2024 – January 1, 2025: Winter Holiday Break
- January 13, 2025: First Class Day of Spring 2025 Semester
- January 18, 2025: [GATORSERVE – Revitalize Moody Park](#)
- January 31, 2025: [UHD Wine Tasting](#)
- January 22, 2025: Next Staff Council General Meeting

13 Closing Comments 11:20 am

Presenter: Adrian Bermudez, Staff Council President

- Happy Holidays and a Joyful New Year!

14 Meeting Adjourn 11:20 am

Presenter: Adrian Bermudez, Staff Council President



DETERMINED.
DEDICATED.
DOWNTOWN.



University of Houston
DOWNTOWN

AGENDA



- Approval of November Meeting Minutes
- Introduction of New Employees
- Edge Grant Winner Presentation
- Employee Recognition
- Share the Good News
- Guest Executive Leader: Dr. Loren J. Blanchard
 - Brief Remarks to Staff
- Guest Panelist: Amanda Clay, Staff Ombuds
 - Overview of Staff Ombuds Services
- Guest Panelist: Christian Purdy, Manager, Projects, Compliance & Communications
 - Overview of the Policy Review Process
- Guest Panelist: Sandra Jacobson, Associate Director, Annual Giving
 - Update on Give2Gators Campaign
- Staff Council Business – Things To Share
- Staff Engagement Opportunities
- Closing Comments



APPROVAL OF MEETING MINUTES

Minutes distributed – any corrections?

- **Motion to accept minutes? Second?**
- **Minutes accepted**

WELCOME NEW GATORS!



Name	Job Title	Department
Marlena Gonzales	Medical Assistant	Student Health Services
Caimdyn Stewart	Director, Academic Planning & Experience	Academic Affairs
Brandon Lee	Title IX and Equal Opportunity Officer	Office of the President
Joshua Nutall	Coordinator, Sports	Sports and Fitness
Letiticia Burns	Research Accountant	Research & Sponsored Programs
Mia Lopez	Coordinator, Marketing	University Relations
Luis Rodriguez	Assistant Director, Customer Services	Undergraduate Admissions
Sandra Azekwoh	Registered Nurse	Student Health Services

WELCOME NEW GATORS!



Name	Job Title	Department
Nahomy Azucena Donis	Academic Success Coordinator I	Academic Advising

December 2024 Recipient

The EDGE

Educational/Development Grant for Employees
Sponsored by the University of Houston-Downtown Staff Council



Adrienne Miles

CONGRATS TO OUR NOVEMBER KUDOS!



- **Academic Advising**
 - Amanda Clay
- **Accounts Payable**
 - Gabby Estrada
- **Administration and Finance**
 - Bianca Garcia
 - Cassandra Millhouse
 - Eva Ryan
 - Stefany Records
 - Zenobia Alex
- **Advancement and University Relations**
 - Danielle Soria-Orozco
 - Jesse Lopez
 - Kai-Cheng Chen
- **Arts & Communication**
 - Jennifer Nava
- **Center for Student Leadership and Involvement**
 - Tremaine Kwasikpui
- **Conference and Event Services**
 - Karina Fajardo
 - Sam Bible
- **Facilities Management**
 - Mark Cunningham
- **Financial Aid**
 - Teresa Sterling
- **Humanities and Social Sciences**
 - Angela Parrish
- **Human Resources**
 - Cecealia Booty
 - Katalina Castillo

CONGRATS TO OUR NOVEMBER KUDOS!



- **Computing, Telecommunication and Video Networking**
 - Dewayne Loville
- **Enterprise Systems**
 - Gabriela Kardoud
 - Karina Calix
 - Sergei Gabrielov
- **Leadership and Business Services**
 - Justine Weber
- **Technology Learning Services**
 - Nikhil Bhatt
 - Thomas Genoso
- **Office of the President**
 - Brian Drake
 - Cindy Richard White
 - Ruben Palomino
 - Shiya Rawls
- **Undergraduate Admissions**
 - Mandi Olivarez

HOW TO GIVE KUDOS TO A COLLEAGUE



1. Navigate to the [HR SharePoint site](#).
2. Login using your SSO credentials.
3. Click "Send a Kudos to a Colleague".
4. Fill out the form completely, ensuring everything is spelled correctly.

SHARE THE GOOD NEWS – THANK YOU FOR HONORING OUR VETERANS



In photo: Members of the UHD Student Veterans Organization

SHARE THE GOOD NEWS – GIVING TUESDAY GOAL SURPASSED!



We Have Reached Our Goal!!

\$27,638 / \$25,000



SHARE THE GOOD NEWS – HOLIDAY DECORATING CONTEST PARTICIPANTS



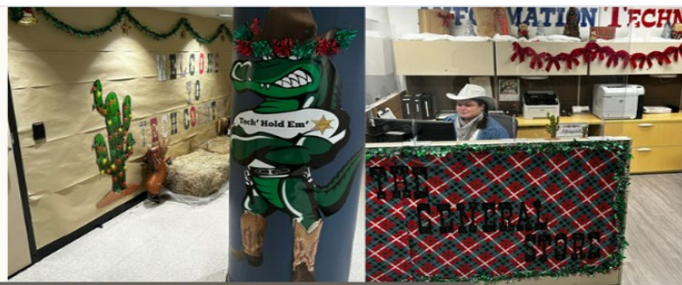
Department Name	Office Location
Admissions	GSB308
Advancement	S990 (backdoor)
Career Center	OMB South 402
College of Science and Technology	STB 426
Criminal Justice	C340
Enrollment Management	OMB S330E
Information Technology	S700/S701
Library	S501
Library	5th Floor Main Lobby
Office of the President	S990
Office of the Provost	OMB-S950
Social Work	C345
Student Success and Student Life	S380
Testing Services	GSB 311
University Relations	N912
Urban Education	C440



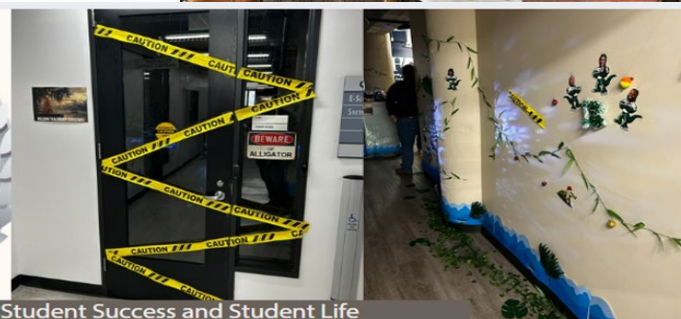
SHARE THE GOOD NEWS – HOLIDAY DECORATING CONTEST WINNERS



Congrats!



Information Technology
"Welcome to Tech Country"



Student Success and Student Life
"A Swampy Christmas"



University Relations
"Take the UFD Express to the North Pole"



SHARE THE GOOD NEWS – STAFF SPOTLIGHT



"Contigo en La Comunidad"

Ovi Galvan
University Registrar

SHARE THE GOOD NEWS – FALL COMMENCEMENT 2024



Well!
dove!

SHARE THE GOOD NEWS – STAFF GRADUATES



SHARE THE GOOD NEWS – TOY DRIVE DONORS AND HOLIDAY GIFT WRAPPING



GUEST EXECUTIVE LEADER



Brief Remarks to Staff
Community

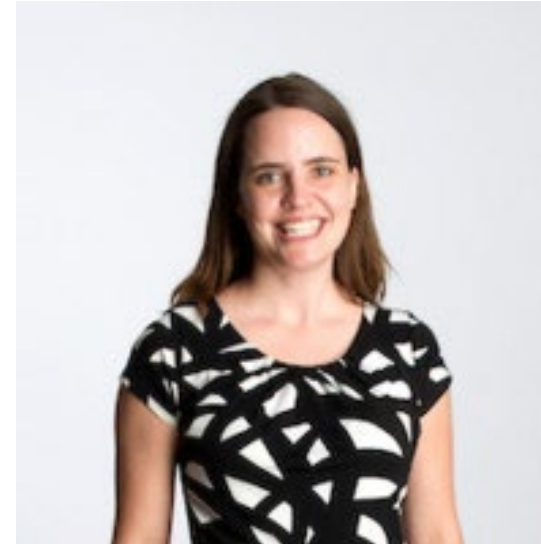


Dr. Loren J. Blanchard
University President

GUEST PANELIST



Overview of Staff Ombuds
Services



Amanda Clay
Staff Ombuds

GUEST PANELIST



Overview of the Policy Review
Process



Christian Purdy
Manager, Projects, Compliance &
Communications

GUEST PANELIST



Ms. Sandra Jacobson
Associate Director, Annual Giving

STAFF COUNCIL BUSINESS



- Staff Council Old Business
- Dining Services Focus Groups/Survey
- Upcoming Bylaw Review
- Staff Climate Survey 2025
- UHD JED Committee Opportunity
- Performance Evaluations 2024
- Staff Engagement Opportunities
- REMINDER: Gator Blue Fridays UHD garments (shirts, hats, etc.)



STAFF COUNCIL OLD BUSINESS



- Staff Council Pending Questions from November:
- Due to all this construction around the campus will working from home be offered to keep the traffic down?
- Are concerns about construction in library impacting other floors being considered?
- VP Thomas name has been attached to responsibilities taken from other departments such as the budget office and handed to the departments. There are concerns being brought up – who should I reach out for support? Staff council or staff ombuds? Both? Structure Protocol is already being followed by reaching out to chairs, deans, etc.
- DBAs are being asked to more and work every fiscal year. More specifically, task that the budget, travel, & HR offices use to do is being passed down to DBA's, not sure about CBA's but the DBA's have concerns about this and need to know who we can reach out to in staff council about our concerns?
- Question regarding power shutdown during winter break holiday (confirmed)
 - See email sent from University Relations on 12/13 with **subject line: Maintenance Schedule Over the Holiday Break**

STAFF COUNCIL NEW BUSINESS



Dining Services Focus Groups/Survey

STAFF COUNCIL NEW BUSINESS



Abbreviated Bylaw Review (Spring 2025)

STAFF COUNCIL NEW BUSINESS



Staff Climate Survey 2025

STAFF COUNCIL NEW BUSINESS



UHD JED Committee Opportunity

JED Campus is a signature program of The Jed Foundation (JED) designed to guide schools through a collaborative process of comprehensive systems, program and policy development with customized support to build upon existing student mental health, substance use and suicide prevention efforts.

(<https://www.jedcampus.org/>)

Committees by Domains:

- Developing and Supporting Live Skills
- Social Connectedness
- Identifying Students at Risk
- Increasing Help Seeking Behavior
- Providing Mental Health Services
- Substance Misuse
- Crises Management
- Means Reduction and Environmental Safety

STAFF COUNCIL NEW BUSINESS



Performance Evaluations 2024

Tentatively to begin February 2025 (subject to change)




UHD
University of Houston-Downtown
Office of the Provost



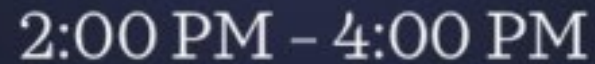
Join Us



HOLIDAY OPEN HOUSE



Thursday, December 19, 2024



2:00 PM - 4:00 PM



One Main Building, Suite S950



A UHD Tradition

Saturday, January 18, 2025

8:00 AM - 12:00 PM

Moody Park

3725 Fulton St, Houston, TX 77009

Goal:

To revitalize this historic park and its recreation facilities keeping it a thriving gathering place for youth, families, and adults.

Register to attend!

<https://cglink.me/2fR/r2255569>



LUNTEER INITIATIVES PROGRAM



HPARD
HOUSTON PARKS
AND RECREATION DEPARTMENT
A CAPRA Accredited Agency

SHARE YOUR NEXT EVENT WITH US!



Do you have an event or volunteer opportunity you would like to share with staff? The event may be on or off campus. Let us know by emailing us (uhdstaffcouncil@uhd.edu) the following:

- A flyer of your event.
- A brief description about the event: who, what, when, where, and why for advertisement purposes in our monthly newsletter and general meeting.
- A landscape image of the flyer to be used in our monthly general meeting PowerPoint presentation.
- A square image of the flyer so we can add it to our Staff Council events webpage.

STAFF ENGAGEMENT OPPORTUNITIES

- **December 19, 2024:** Provost Office Holiday Open House, 2pm-4pm; S950
- **December 19, 2024:** Alumni Jingle Mingle, 6pm-9pm; Welcome Center Lobby
- **December 23, 2024 thru January 1, 2025:** Winter Holiday Break
- Save The Dates
 - **January 13, 2025:** *First Class Day of Spring Semester*
 - **January 18, 2025:** *GATORSERVE – Revitalize Moody Park*
 - **January 31, 2025:** *UHD Wine Tasting*
- **January 22, 2024:** Next Staff Council General Meeting

Happy
Holidays



— AND A —

JOYFUL NEW YEAR

**Need to Contact Staff
Council Representatives?**

Email: uhdstaffcouncil@uhd.edu

Staff can review the agendas and minutes of missed meetings here:
<https://www.uhd.edu/faculty-staff/staff-council/membership/Pages/staffcouncil-minutes-archived.aspx>



**DETERMINED.
DEDICATED.
DOWNTOWN.**

Staff can register to attend the monthly general meetings here:
https://uhd.zoom.us/webinar/register/WN_2sHq1W6JTBqsg-kTiw0sdw

Want to submit comments/suggestions *anonymously*? Use the link or QR code below:

<https://cglink.me/2fR/s52436>



Submit events to be recognized and promoted! Use the link or QR code below:

<https://cglink.me/2fR/s53628>



Share your good news so we can all celebrate together! Use the link or QR code below:

<https://cglink.me/2fR/s46776>



Note that you do not have to log in or create an account to provide a submission.

CLOSING COMMENTS

Mission

Recognizing that staff is integral to the functioning of the University of Houston-Downtown, the Staff Council will be an advisory body to the President of the University and promote positive and meaningful communication among UHD staff, the President, and the University community in order to achieve the Staff Council's goal of providing UHD with a collective voice in staff-related University matters.