

Staff Council Minutes for September 17, 2019 Meeting

Present: Edward Arias, Cynae Brown, Kedrienne Day, Brian Drake, Donald Kesterson, Jacob Lipp, Bonnie Mar, Erica Morales, Gladis Moya, Lisa Raynor-Keck, Vanessa Rojas, Lorena Sanchez, Percy Sandel, Rhonda Scherer, Andrea Sears, JR Sears, Bobbi Shaw, Debra Shouldice, Caroline Smith, Frederick Varela

Greatly missed: Lois Green, Jeancarlo Guzman

Handouts: Staff Council Minutes for August 30, 2019 Meeting
Staff Council Agenda for September 17, 2019 Meeting
FY20 Staff Council Proposal
UHD Staff Council Challenge flyer (*working draft*)
ESO calendar

Meeting began with a reminder that all UHD staff are members of Staff Counsel; welcome to all present Staff Council committee members.

Topics presented:

- **Edge Scholarships**
 - Two applications were received in October, none for September
 - Congratulations to recipients, Laura Waits and Andrea Guillory
- **Safety & Security Seminars**
 - Discussions led by Cynthia Vargus, Director of Emergency Management and UHDPD Sgt. Trinity Delafance during the month of September
 - Sept. 17 – 10-11 a.m., 2-3 p.m.
 - Sept. 18 – 10-11 a.m., 2-3 p.m.
 - Sept. 24 – 10-11 a.m., 3-4 p.m.
 - Sept. 25 – 10-11 a.m., 2-3 p.m., and one evening session from 5-6 p.m. in the Academic Building (Room A300)
- **National Night Out** – Guest Lt. Varela
The purpose of National Night Out is to build strong partnerships between the police and communities and to promote crime awareness programs such Neighborhood Community Watch groups.
 - Oct 1, 5-8pm, S Deck
 - Safety presentations, Metro PD, Prct 1 & 6, characters from McDonald's, music, games, hot dogs, refreshments
 - Contact Varela if interested in reserving table; all else can simply show up and have fun!
- **Fitness Release Time & Policy Updates** – Guest Erica Morales
 - Initiative to promote a healthy lifestyle while working in primarily sedentary positions
 - Updates to the application have made it more accessible to employees
 - Double sign-ins were eliminated

- Section for 'other physical fitness activities on campus' included
 - Employees can now participate during probationary periods
 - More have been signing up since new policies have taken place
 - Those who participate have an opportunity to win a \$500 gift card
 - Paperwork can be done weekly, as long as FRTs are submitted before end of pay period
 - ESO calendar provided and discussed
 - Wed, Sep 18, 1:00pm - 2:30pm, TRS Visit (Teachers Retirement System of Texas-Representative)
 - Thu, Sep 19, 9:00am - 4:00pm, TIAA Representative on Campus (Cameron Pettigrew or Mark Digiovanni)
 - Tue, Sep 24, 12:00pm - 1:00pm, Saving for Millennials (Valic)
 - Wed, Sep 25, 2:00pm - 4:00pm, Flu Clinic (Walgreens)
 - Thu, Sep 26, 10:00am - 12:00pm, Flu Clinic (Walgreens)
 - Mon, Sep 30, 9:00am - 4:00pm, Dream Retirement (Erik Daley)
 - Talent Development events announced
 - Wed, Sep 18, 9:00am - 11:00am, Excel PivotTables and PivotCharts (Andrew Hannan)
 - Wed, Sep 25, 10:00am - 11:00am, Service Excellence Part 1 (Customer Relations Management, Focus on Customer Service, and Communicates Effectively) (Brooke Lewis)
 - Thu, Sep 26, 2:00pm - 3:00pm, Zoom (Andrew Hannan)
- **Homecoming**
 - Oct 14-19
 - Tailgating, Oct 19th
 - Staff Council office decorating contest a part
 - Staff Council bake sale will earn money for Edge Awards
 - Volunteers needed!
- Faculty Senate reached out to Staff Council, re: merit raise issue to see if we would like to get involved to offer support.
 - 3 options
 - **Co-author resolution (change verbiage to ensure inclusivity)**
 - ❖ *Voted – this option chosen*
 - ~~Informally endorse resolution~~
 - ~~Create own resolution and submit at same time~~
 - Faculty Senate will discuss further in their meeting this afternoon
 - Good discussion, re: equitable pay
- Rhonda Scherer to meet with Yvonne Montalbano on Monday, re: customer service and other initiatives
 - Donnie reminded that Talent Development offers customer training development
 - Let Rhonda know by the end of the week if you have any topics you would like to discuss

- **Health Fair**
 - Nov 20th, 9am-1pm, A300
 - Working with Houston Food Bank
 - Free groceries to UHD students, faculty, and staff
 - Students eligible to enter for great prizes
 - Held during Lent this semester – Spiritual Wellness is important!
- Proposal (see handout) for Staff Council primary initiatives
 - If we are going to do these things, we need volunteers...
 - Staff Council pledges to be more active, and encourage more to participate.

Staff Council Challenge - New

Rhonda Scherer – Goosechase – scavenger hunt

1 – Staff Council Rep needed

Staff Help Link - New

Percy Sandel

Staff council Town Hall Meeting

President / President Elect

Monthly ESO Blog Letter from Staff Council President - New

President / President Elect working with Lisa Raynor-Keck

Events: Social, Continuing Education and Resources

- *Staff Awards Committee* (4-6 volunteers needed)
 - Caroline S., Debra S., Vanessa R., Donnie K., Lorena S., Erica M., Bobbi S.
- *Chili Cook off Committee* (4-6 volunteers needed)
 - Andrea S., Vanessa R., Debra S., Lorena S., JR S., Gladis M.
- *Lunch and Learns* – sponsored or cosponsored (1-2 volunteers needed)
 - Lisa R.
- *Holiday Decorating* (1 volunteer needed)
 - Andrea S., Donnie K.
- *Homecoming* (1 volunteer needed)
 - Debra S., Gladis M., Caroline S.
 - Bobbi S. to fund wreath for Cake Walk, Debra S. to make wreath

Charges:

- Research take a child to work day – Shyra
 - Rhonda S. to follow up with Shyra
- Staff Awards scheduled for June 11th
 - Need to get meetings on the calendar
- Looking into ideas for Chili Cook off
 - Note: Scheduled after Lent (voted on April)

- Partnership with St. Arnolds to help with elevating profile of event by involving the community beyond UHD discussed
 - Having bartender is a challenge
 - Concerns – does this mean it is still a UHD event? Environmental/safety issues
 - Solutions – each team must have UHD staff/faculty/alum/student on board
 - Voted to keep just UHD, not inviting St. Arnolds
- Bobbi suggested encouraging involvement from all UHD colleges, Jacob seconded
- Keeping the event on South Deck is important (Jacob)
- No problem filling up spaces in the past (Gladis)
- Possible prizes for challenges – Lorena
- Challenge Platform – Rhonda
- Updates to website and shared drive – Percy

- ❖ Bobbi had reached out to Chris Zimmerman for support – 8 weeks advance notice is required for requests

- New business? Bring forward any new ideas.
 - If you bring any new ideas, you should be prepared to spearhead
 - Each meeting, updates should be provided

- Next Executive Meeting Oct 1st
- Next General Meeting, Oct 14th
 - Be prepared to discuss updates on projects/events

Minutes recorded by Caroline Smith.