

Staff Council Meeting Minutes – March 21, 2019

Attendance – 10 meetings since June 2018
 Guests present: Dr. Walter Wendler

2018-2019 Staff Council Member	Term	EEO Category	Present	Meetings Attended Since June 2018
Andersen, Rik	2019	EEO 3	Y	9
Broughton Kendra	2020	EEO 5-7	N	1
Bustos, Amber	2020	EEO 3	Y	10
DePue, Brooke	2020	EEO 3	Y	6
Eller, Ashley	2020	EEO 4	Y	4
Galloway, Carolina	2019	EEO 1	Y	8
Hiner, Mary	2019	EEO 4	Y	5
Johnson, Brandon	2020	EEO 5-7	N	5
Lawson, Amanda	2019	EEO 3	Y	7
Lucero, Leroy	2020	SSC	N	4
Mayo, Jeff	2020	EEO 4	Y	8
McKinley, Steven	2019	SSC	Y	6
Pacheco, Brandy	2020	EEO 4	Y	7
Palmer, Barbara	2019	EEO1	N	8
Reagan, Michael	2020	EEO 3	Y	9
Seymour, Max	2019	EEO 1	Y	9
Ward, Megan	2018	Ex Officio	Y	6
Wilson, David	2020	EEO 3	Y	9
	2020	SSC		
	2019	EEO 3		
	2020	EEO 3		
	2020	SSC		

1. **Call to Order** – Max called the meeting to order at 2:02pm
2. **Special Guest** – Dr. Wendler
 - a. Campus Update (Amarillo Center, nursing center, admissions changes)
 - b. Holidays and base wages
 - c. WT125
3. **Review/Approval of Minutes from previous meeting**, February 14, 2019
 - a. One addition to minutes – add Kendra’s EEO Category
 - b. David moved for approval and motion seconded by Mary Minutes approved
4. **Treasurer’s Report (David)**
 - a. Review of report from Feb. 15 – Mar. 21.
 - b. Scan/Email Receipts to David within 48 hours & provide short summary

- c. For Interdepartmental purchases (i.e. Buff CASH), send email with description
 - d. Rik motioned to approve reports and Amanda seconded. Report approved.
5. **Old Business (Max)**
- a. Scholarship committee needs more members
 - i. Michael, Mary and Brandy volunteered
 - b. Update on any vacancies
 - i. Vacated positions include those previously held by Kristi, Shawna, Dustin and Christina.
 - ii. David motioned to leave Shawna's seat open until May, Ashley seconded – motioned passed with a unanimous vote.
 - c. Update on Student Employee Luncheon
 - i. Staff Council no longer involved.
 - d. All Staff Meeting/Luncheon June 5
 - i. Will focus on recognizing and showing appreciation to staff.
 - ii. Retirees and degree/award recipients will be recognized.
 - e. Thank you letter from Rita Smith
6. **Staff Council Subcommittees**
- a. Employee of the Month (Megan)
 - i. Missy Macon reception today at 3:30p.m.
 - b. Scholarship & Tuition Assistance (Rik) –
 - i. Will likely meet next week
 - c. Staff Appreciation (Amanda)
 - i. I Caught You Caring had over 280 employees nominated/400 nominations. Brandi Carr won \$25 drawing.
 - ii. We will be planning snow cone event for May.
 - d. Homecoming (Michael)
 - i. Nothing to report
 - e. Staff Development – (Brooke)
 - i. Employee Scholarship proposal
 - 1. Max motioned to accept change of proposal to \$1000 scholarship recipients must take 6 hours or the award reverts to \$500 for 3 hours. Amanda seconded. Motion passed with a unanimous vote.
 - 2. Mary motioned to accept the proposal, Michael seconded. Motioned passed with a unanimous vote.
7. **New Business**
- a. Scholarship proposal
 - b. Thoughts on door prizes for Staff Appreciation Luncheon
8. **Announcements**
- a. Employee of the Month Reception – March 21, at 3:30, Old Main: Missy Macon
 - b. Others
9. **Adjournment** – 3:19 p.m.
- a. Rik moved for adjournment and Michael seconded the motion

Next meeting is scheduled for April 11, 2019 at 2pm in Buff Branding Room 12.

Respectfully submitted by Secretary, Amber Bustos