

Thursday, February 11, 2021

- **Call to Order**
 - Meeting called to order at 2:02 PM
- **Special guests: Lisa Boehning, Mary Hiner (Meals On Wheels)**
 - Welcome Lisa and Mary (from SEES). Speaking to the council with some requests and info on Meals on Wheels
 - Lisa is the director in Canyon. Mary involved for 2 years, delivers on Wednesday. Delivered M-F at 11 am. United prepares and boxes the meals. They need volunteers for delivering. If needs a sub, it has been a struggle. But it brings so much joy delivering them. Hopes it would be something some of us (or a team) would come together to be a substitute or take a route. Reaching out to the community for help. Has approval and encouragement from her supervisor to take lunch 11-12 on Wednesdays to deliver. There are three routes. It takes Mary 40-45 minutes, depending on the amount. From 8-15 deliveries. Sometimes her face may be the only one they see during that day, especially during COVID. They may be talkers, but the kindness is so sweet. Might reach out to more WT people to see if they are interested, as there is a huge need for this.
 - Some do teams and deliver half the time or so. Possibilities to not be a weekly commitment.
 - Three drivers every day, and five days a week and rotation, so between 20-25 drivers. Need some subs and some permanent drivers.
 - 39 clients. If could get enough drivers, would like to add a fourth driver. Route one has 16-17 meals, and it almost too much.
 - Ashley mentioned people may not know this is a need in Canyon. Lisa does great coordinating. Mary said when she called the sub list, many asked to be taken off the sub list (various reasons).
 - Betty asked about the time, Mary said it is just one hour roughly.

- Ashley asked about the requirements. Lisa said your own vehicle, Mary added gas and time.
- Betty is interested, but concerned about subbing. Mary mentioned having a team of three and doing it once every three months. Mary said if anyone wants to talk or think about it, or get Dr. Wendler on board and see about using that hour for volunteer time, it would be good. Ashley mentioned that this is a great thing for us to do outreach on to other staff members, as they don't realize it is a need.
- Betty asked about providing to the senior citizen center, Lisa said no. Ashley asked if it's just go to United, get the meals, and do the route, and Lisa said yes. They are labeled and separated and addressed. Mary said she brings a plastic tub and organizes in order of delivery.
- Mary touched on the fun stories and history, and that sometimes they are just lonely and she felt called to serve them.
- Carolina said if anyone is interested, contact Lisa, and Carolina will share the contact info with the staff council.
- If staff council wants to do something more organized, we will discuss further later.
- Carolina opened the floor to questions from the staff council.
 - Release time for volunteering or serving on projects, that may motivate staff.
 - Ashley asked about guidelines for this, like blood drives, and Betty mentioned those are usually on campus.
 - Campus 2 Community and giving back.
 - Betty mentioned Bucky riding along.
 - Dana said great opportunity to give back to community, and would be awesome if we didn't have to take lunch for it.
 - Carolina mentioned if staff council wanted to do this and other community give backs, that would be great, but may be hard without incentive if after hours.

- Ashley mentioned this project is extremely relevant during the pandemic. Great opportunity to serve the community, but would be great. Carolina mentioned Wellness time and how you get 30 minutes a day three times a week. Maybe could work with HR. Betty mentioned couldn't be something you go rogue on. Carolina mentioned getting approval with supervisor every semester. Need to start with human resources. Carolina said bring the conversation with Nancy to see how things go, and maybe Randy and the president. Ashley suggested seeing what is already in place. Sounds like something the council wants to pursue.

- **Approval of previous meeting minutes**

- Dane moves to approve, pending attendance confirmation. Betty seconds.

- **Updates and comments from the President**

- “Return to Campus Fall 2021”

- President has requested the different groups provide feedback on making the transition the most efficient after all the time working from home, remotely, rotating, etc. Dr. Wendler has given us some basic questions to make the transition smoother after all the time away.
- Dr. Wendler has given us some basic questions to prompt us to what can we/administration do to make the transition smoother.
- We want to come up with some suggestions and ask around to co-workers, etc. Dr. Wendler wants to know what staff is thinking as far as coming back to campus. Things like, do you miss the work environment, are you productive working away, do you miss face-to-face interaction.
- What are the concerns? Everyone is reacting differently. Depends on your situation, some have been here all along and some gone since March. Staff perspective is different than faculty, and SSC's perspective different than staff. The questions regarding, from your perspective, where are you and how do you feel about going back to normal.

- We will be sharing this letter with each one of you and think about the specific feedback he is asking for us. He wants feedback by April 2nd. Carolina is asking for any suggestions and recommendations. Send to Carolina by Spring Break, March 16th, so we can start working on a document. She will confirm the date she wants the feedback. We will have a working document so we can all work on the document before it is final. It's not complicated, just an opportunity to be a voice on campus. Ask your co-workers and other people and departments, get recommendations. Not a one size meets all. How do manage the different aspects and concerns. Doesn't want a bunch of empty offices either.
 - Betty asked SSC if anyone worked from home. Cindy said all worked in the office, and were not given the option to work from home. Betty asked if it would have been possible, and Cindy said for most it would not, because their work is on campus and wouldn't be able to do their daily work.
 - Carolina spoke with grounds and custodian and that when people were getting sick in their department, they had so much more work to cover. Cindy said people still want spaces cleaned regardless of staff numbers.
 - Carolina is looking forward to what we are thinking and what those around us are thinking and hoping we can get some strong feedback to send up that will also in long-term help staff.
 - Betty asked if SSC lost any staff due to COVID. Cindy mentioned yes because of safety for their family. Also increasing employment because of adding in more for sanitation. But also a lot of additional services doing and needing bodies to get that done.
 - Email Carolina or Betty if there are further thoughts and to continue the conversation.
- Permanent storage closet for Staff Council

- Has been an issue to not have a permanent closet for keeping items we accumulate over the years. Documents, equipment, supplies, snacks, etc. Carolina reached out to Randy Rikel before the break asking if we could get some space in OM, possible we will get a small storage room once Nursing vacates. Something we can put stuff there.
- If you have any items that belong to staff council, please let Carolina know so she can start taking inventory of what we have. May not be until Summer, but helpful to start getting an idea of what we have.
- David suggested reaching out to folks who fell off last year that may still have stuff in their office space.

▪ **Staff Council Subcommittees**

- Employee of the Month Committee (Betty)
 - Celebrated Kyler Estes yesterday. Were in a hallway, but would love to move to room upstairs. Ashley thought that was the plan, Betty wants to push for it. It is a beautiful space.
 - Amy Criss is next EOM. Small area outside of Max's area, will be like yesterday. Ashley asked about how he feels about going somewhere else.
 - Need more nominations!
- Treasurer & Scholarship Committee (Ashley)
 - Approval of Treasurer's Report
 - Lots of deductions, wanted to highlight. Lots of IDRs – departments that contributed to I Caught You Caring. Pro Card charges assessed on the 19th. Allocated to different object codes. Related to Ugly Sweater and Christmas Parade. Not Texas Roadhouse but Texas Rose Steakhouse.
 - Some out of tuition assistance and scholarships. Three accounts with a new deduction. Have an endowment earning deduction that

is taken out quarterly. It is a new fee. Going back to development office. Ashley asked Dana for a more thorough explanation. Fee on funds for scholarships and it is used toward costs the office has. Instead of doing that blanket fee, they are approved to take out 10% fee on all endowed scholarships. Quarter interest taken off the back end.

- Ashley opened the floor to questions. Betty motioned to accept report as submitted. Leo seconded.
- Staff Appreciation & Events Committee (Ronnie)
 - I caught you caring update. 232 submissions so far, without today.
 - Need volunteers to deliver next week, likely Tuesday.
 - Carolina asked if we can send another email tomorrow saying it is the last day for nominations. Will check and send out.
- Spirit Committee (Candice)
 - Chip event 2 weeks ago, some did come and get chips. Amarillo Center were excited to be included. All went well, even with the changes.
- Professional Development Committee (Jeff)
 - Was not present.
- Communications & Outreach Committee (David)
 - David trained Sami on social media; she will be chair come June 2021. Let the committee know on ways to spice up the social media efforts.
- Election Committee (David)
 - Numbers updated per bylaws: lose one in EEO1 and EEO4 but gain one member in EEO3. Will email March 1st for nominations. We take self-nominations. April 1st elections. Newly elected will attend May to see, then begin in June.

- **New Business**
 - Any New Business from the Floor?
- **Announcements**
 - If planning to attend future meetings in person, please use Sign-Up Genius. Contact Abby if questions!
 - Will buy cookies if more people show up!
 - Buffs @ Work Virtual Coffee Break: February 12, 2020, 2:00, Zoom
 - Other announcements?
 - Berlin's mother passed away; swing by Carolina's office to sign a card. We will put on her desk for when she returns.
- **Adjourn** – meeting called to a close at 3:00 PM

<i>2019-2020 Staff Council Member</i>	<i>Term</i>	<i>EEO Category</i>	<i>Present</i>	<i>Attended Since July 2020</i>
Betts, Abigail “Abby”	2022	EEO 3	Y	6
Broughton, Kendra	2021	EEO 5-7	Y	8
Castagnetta, Tamara	2021	EEO 3	N	7
Copelin, Candice	2021	EEO 3	Y	8
Eller, Ashley	2021	EEO 4	Y	7
Ellis, Sandra	2022	SSC	Y	7
Ferrara, Barbara	2022	EEO 5-7	N	4
Flatt, Kenneth	2021	SSC	Y	8
Galloway, Carolina	2021	EEO 1	Y	8
Glenn, Dane	2022	EEO 3	Y	8
Green, Ryan	2022	SSC	Y	8
Hall, Ronnie	2021	EEO 3	N	7
McIntosh, Berlin	2022	EEO 4	N	6
Thompson, Sami (McMeans, Zach)	2022	EEO 3	Y	8
Melcher, Dana	2021	EEO 1	Y	6
Reid, Leo	2022	EEO 1	Y	7
Riggs, Cindy	2021	SSC	Y	8
Stocker, Betty	2021	EEO 3	Y	7

Sulik, Jeff	2021	EEO 1	Y	5
Webber, Darcy	2022	EEO 3	Y	6
Wilson, David	2020	EEO 3	Y	8
Yildirim, Taryn	2022	EEO 4	Y	8