



Staff Council Meeting
October 21, 2009

Present: John Lane, Elliot Ballard, Karen Alfaro, Carmen Allen, Michelle Henninghaus, Debra Shouldice, Jermaine Roy, Kevin Dorsey, Lucy Bowen, Sarah Crawford, Liza Alonzo, Gwendolyn Carter, Melissa Price, Chelisse King, Dewayne Loville, Edna Alvarenga, Brenetta Brooks, Minh Lam, Teresa Sterling, Sarah Castillo, TC Wilson, Becky Van Meter, Belinda Hernandez

- I. The meeting was called to order at 2:08.
- II. The minutes from the October 2, 2009 meeting were approved.
- III. Old Business
 - A. Carmen Allen gave the financial report. The Expenditures Cost Center has \$582.80, the Edge Award Cost Center has \$5197.00, two remaining cost centers have a total of \$831.70. The motion to give the Financial Report on a quarterly basis was moved and passed.
 - B. Elliot Ballard gave a brief summary of the Staff Council Bylaws regarding the standing committees. The term of a committee is from September 1 to August 31. He listed the committees and briefly explained their purpose. He then passed out a sign-up sheet for the committees asking for at least 2-3 volunteers for each committee. He asked that each committee meet every three months.
- IV. New Business
 - A. John Lane introduced Lucy Bowen who spoke about the last two surveys that the Staff Council had done. The first survey done in January 2007 was done before the E-Appraisal process had begun. Staff Council received lots of positive feedback and some questions about flex-time, and grievance procedures. The second survey, done in May 2008, focused on job satisfaction and the E-Appraisal process. The survey found that people were confused about E-Appraisal. The primary issues that were brought up included merit pay, medical/dental benefits, and job training. Overall staff response to the survey was positive. Lucy has a copy of the survey that we can use if we decide to do new survey.
 - B. Two motions regarding the Edge Awards were moved and passed by the Staff Council. The first motion was to increase the amount of the award to \$200.00. The second motion was to allow up to two separate awards to be given each month. It was felt that these two initiatives would be beneficial to the staff and increase awareness of the Edge Awards. It has been suggested that the Edge Awards could be applied to other types of staff development as well such as the speaker at last year's Administrative Assistant's Day

event. The Edge Award Committee will review the results of these motions in one year. The Edge Award link is on our website.

- C. John Lane reported on the USSEC meeting, the Executive Committee(s) felt that we should have more frequent meetings. The meeting focused on what USSEC could do for the staff. The three issues that they found to be the most important were staff pay, parking, and day care. John asked Lucy how long it took from introduction of the subject of tuition reimbursement to actually doing it. Lucy replied that it took approximately four years to get it implemented. She recommended that we narrow our focus, determine what is the most important to the majority of the staff, students and faculty and then address that one issue. John pointed out that day care was a very hot topic now and one that he would really like to see addressed. Karen Alfaro mentioned that Faculty Senate is looking into the matter already, and added that Clear Lake has a University Council made up of Staff Council, Faculty and students that address issues that are common to all.

Carmen Allen suggested that subsidies for carpoolers and those that use mass transit would help alleviate some of our parking issues. She suggested that everyone take the transportation survey offered in a recent posting of Skyline. She also pointed out that some schools offer guaranteed rides in case of emergencies for those that carpool or mass transit. Becky Van Meter suggested that Flex Time could also be used as a solution to the parking problem. Brenetta Brooks pointed out that parking at the new buildings is even worse than it is here. She wondered what could be done to address that with future buildings. Michelle Henninghaus pointed out that it has historically been harder to find funds suitable for use in building parking structures.

- D. After some discussion of the available days and the academic calander it was decided that this year's Staff Awards will be held on May 7th.

V. Issues/Concerns

- A. Gwendolyn Carter asked if Staff Council could push to have Aramark card approved. She said that many students have asked to have some kind of card or meal plan implemented. It was suggested that the Gatorcard may already have that ability since not only can financial aid to be added to the Gatorcard but other money can be deposited on the card and then the card can be used like any debit card.
- B. **Liza Alonzo?** asked if something could be done about the continued use of paper billing. She was wondering if we could switch all departments to a wired billing system?
- C. Karen Alfaro briefed the Staff Council on the University Planning Council. The timeline for division initiatives are being reviewed. Dr. Flores wants to see money allocated to the big issues particularly student success.

There had been a leadership retreat the previous week and we are getting closer to finding out what our goals are and determining what we do best. The Mission Committee is in the process of revising the Mission Statement.

D. Reminders: Dr. Flores will be at the next meeting. We will be taking pictures for updating the Staff Council bulletin board at the next meeting.

VI. The meeting was adjourned at 3:11.