



TEXAS A&M UNIVERSITY - SAN ANTONIO

Staff Council

# Meeting Minutes – January 7, 2020, 9 a.m.

## Quarterly All Staff Meeting

### Vista Room

Breakfast: 8:30 to 9am

1. Introduction and Welcome – Miriam Magdaleno, Staff Council President-Elect (5 minutes)  
Welcome Back!! We participated in the Adopt-a-Family program and gifted 12 families so thank you for your participation. Thank you to Cristina Dominguez for her organization of this initiative. Holiday Door Decorating Contest – we had about 20 offices participate this year. It's never too early to start planning. The Jaguar Spirit Prize was awarded to the Human Resources office, 3<sup>rd</sup> place prize went to Procurement, 2<sup>nd</sup> place prize went to Counseling & Wellness, and the 1<sup>st</sup> place winners were the Academic Learning Center. Our next staff/faculty mixer will be held on January 10<sup>th</sup> at the Quarry Hofbrau and Beer Garden (please see the flyer on your table). There is also a suggestion form on the table so please take a moment to fill it out if you have questions/comments/suggestions for Staff Council.
2. Presentation of Employee Spotlight Awards and Other Remarks – Cynthia Matson, President (10 minutes)

(Miriam Magdaleno)

Our October award winner was Ursula Vaughan, the school's Ebook Program Specialist but unfortunately she was not in attendance at today's meeting.

The January Employee Spotlight Award Winner was Jessica Burnette. She is a Library Specialist who is the go-to person for creative ways to market the library's programs, from Blind Date with a Book to #FannyFriday to #BooksintheWild. Her intriguing displays, Instagram and Facebook posts have generated increased student interest in Library programs and services. Thank you to Sarah Timm for nominating her.

The February Employee Spotlight Award winner is Luann White, Helpdesk Coordinator but unfortunately she was also not at today's meeting.



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Finally the March Employee Spotlight Award winner is Francy Leal, Benefits Manager and Wellness Champion, who was nominated by Antoinette Curl for her support during a very difficult time when employees were dealing with the death of a colleague. Francy helped the staff member's family understand benefits and made numerous calls to determine additional services that could be provided to the staff members. Not only is Francy looking out for our physical health, but she is helping us with our mental health. Thank you, Francy!

### Dr. Matson's Remarks:

The start of a new decade is a time to reflect and think about the meaning of your life. It's a time to think about where you were in the last ten years and where you're going to be in the next 10 years. It's also a time to think also about where the university is going to be in the next ten years. Over 850 members of the Class of 2019 graduated in December which brought the total number of graduates for the year to 1,748, making it the largest graduating class in the university's history! With the addition of these most recent graduates, our alumni network now includes over 12,000 individuals. Two of those graduates, a mother and son, both received their bachelor's degrees in criminology and had this to say about the university: "We could have gone to UTSA, but my son and I chose A&M-SA because of the family atmosphere and the positive environment." Simone Lawrence and her son Myles Montana said that, "Attending A&M-San Antonio has been a wonderful experience, and we are so excited about graduating together." (Source: Dec. 17 Campus Wide News Article titled "A&M-SA fall commencement reflects decade of growth and impact") As the semester begins remember their words and that each and every one of you adds to the family atmosphere and positive environment we have created for our students.

With the New Year comes several new faces joining our campus. A campus wide email will go out tomorrow announcing the selection of our Director of Athletics and Recreational Sports. An email went out yesterday announcing the selection of Dr. Mari Fuentes-Martin as our new Vice President of Student Success and Engagement.

Finally, even though I will be out of the country I still invite you all to attend the annual Martin Luther King, Jr. March which will take place on Monday, January 20<sup>th</sup>. Special thanks to Cristina Dominguez and the Mays Center for working on the coordination of this. I'd like to leave you all with a quote from Dr. King that I think rings true to the spirit of what we are trying to achieve here at Texas A&M University-San Antonio. "The function of education is to teach one to think intensively and to think critically.





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Intelligence plus character—that is the goal of true education.” The student experience here at A&M-San Antonio, both inside and outside of the classroom, is meant to prepare our students in a holistic manner. We all in one way or another are involved with our students in this holistic approach at our university and it’s these values that we are marching for.

I’d like to also remind you all to acknowledge each other thru this Employee Spotlight Award and consider nominating your fellow staff members.

### 3. Employee Tuition Benefits – Francy Leal, Human Resources Generalist (10 minutes)

Procedure: Employee Registering as Students 31.99.01.00.01

This procedure outlines the education entitlement for employees of Texas A&M University-San Antonio including courses during work hours and class hours. It also outlines the waiver of designated fees as certain mandatory fees for full time employees registering for classes.

Waiver: Who is eligible? Any full time budgeted employee who has been employed full time at least 3 months with the university as of Census Date may request permission to register as a student at Texas A&M University-San Antonio and attend classes held during the employee’s normal work day.

How many credit hours are eligible? Maximum of six semester credit hours

Which mandatory fees are covered? International Education Fee, University Services Fee, Rec Sports Fee

Francy showed an example of how employees pay only \$300.00 to take six credits worth of classes (the other \$1500+ dollars are covered by this tuition waiver).

Where can you find the waiver? Office of Human Resources – Benefits – Employee Designated Tuition and Fee Assistance Waiver. For more information about the Employee Designation Tuition and Fee Assistance Waiver please contact Student Business Services Office, Madla Building 135. The Director is Patricia (Trish) Hayes.





TEXAS A&M UNIVERSITY - SAN ANTONIO

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Questions? What happens if you already have a bachelor's degree? Per Francy you can use this waiver for a master's degree. If you already have a master's degree you can apply to use this waiver for a second master's degree.

Francy also reminded staff that Catapult will be on campus for Wellness Exams on February 5<sup>th</sup> so please sign up for your slot soon. Check the HR e-blast that was sent out on Monday, January 6<sup>th</sup> for more details. An eight week competition started yesterday called It's Time Texas (pairing up with San Antonio). HR will be giving out 14 inch smoker grills for top three winners. See HR eblast for more details.

4. Count Me In 2020 Census – Edwin Blanton, Executive Director, Mays Center for Experiential Learning & Community Engagement and Hugo Cantero, Academic Success Coach II (10 minutes)

Edwin: How often does the census come around? Every 10 years. Everyone counts!! Why do we do this? It's in the constitution that we should do this every 10 years. It's also about fair representation. The U.S. House of Representatives is based on US population. Texas may gain 3 or 4 members of the House after the 2020 Census. It's also about money being distributed accordingly and finally it's part of your civic duty to say "I count."

Hugo: Your responses are safe and protected. By law your responses cannot be used against you and can only be used to produce statistics. The census will be more accessible. Options to respond will include online, by mail, or by phone in addition to mailing in a form. 95% of households will receive their census invitation in the mail. Remaining 5% will receive face to face invitation (door to door). March 12-20 (invitation goes out), March 16-24 (reminder goes out). If you haven't responded by then a reminder postcard will be sent out March 26-April 3. A final reminder will go out April 20-27 in person. Our Esperanza Hall Director will be taking the lead on getting on campus participation of the census by Residence Hall members. Students living off campus are very much encouraged to take the census.

Edwin: There is a working group on campus already in place but they are open to having a few more members so contact him if you're interested. They are committed to advertising taking the census in multiple ways including: online portal, t.v. monitors, mass emails, campus events, social media, student government association, webpages and more.





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## Staff Council

5. Athletics Update - Bill Spindle, VP of Business Affairs and Chief Financial Officer (10 minutes)

Dr. Matson mentioned how appreciative she is of all the work Dr. Spindle has done and how much she will miss him. A going away celebration will be held in his honor on January 13<sup>th</sup> in the Patriots' Casa Ceremony Room in the afternoon. More details to come via an email announcement.

Dr. Spindle: We've been approved by the NAIA. A team will be coming to visit our facility as the next step. Jan Parten and her team have been handling the coordination of this. We are currently recruiting for a women's and men's head soccer coach, women's softball coach and men's golf coach. These positions are posted on our website and on the NAIA website. We are also interested in prospective student athletes to play sports in the fall of 2020. Interested students should go to [tamusa.edu/athletics](http://tamusa.edu/athletics). We are working on getting facilities for our athletes so in the meantime Mod B will be the temporary headquarters for Athletics and Rec/Sports. We will be building practice soccer and softball fields and we are working on agreements with other high schools and universities for places for competition until we build our own (ex. Palo Alto).

6. Parking Update – Christian Harmon, Manager Parking and Transportation (5 minutes)

Lot 1: Parking Assignment Adjustment - They have expanded the number of resident parking spaces (email blast went out already) in response to the increase of the residence hall occupants.

Electric Vehicle Charging Stations are now available in Lot 1. This is a test to see how many electric vehicles we have on campus. There is one charging station but two vehicles can be charging at the same time. You must be charging your vehicle in order to use the spaces, you can't just park there. They are currently free to use.

7. Closing Remarks/Announcements: Miriam Magdaleno, Staff Council President-Elect (5 minutes)

- Date of Next Meeting: Tuesday, April 14, 2020 at 9am (no breakfast)
- Staff/Faculty Social Mixer on January 10th-please attend if you can
- Staff Council Feedback Forms are on your table.
- Sign in with Hoyt out in the hallway if you haven't already. Your ID card should have an @ number and not a K number so check with the welcome center if you need a new one.





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