



TEXAS A&M UNIVERSITY - SAN ANTONIO

## Staff Council

### Executive Staff Council Meeting Agenda | October 12, 2020 | Zoom

#### Present Attendees:

Miriam Magdaleno  
Jarrick Brown  
Cristina Dominguez  
Liz Chavez

#### Others in Attendance:

Dr. Matson  
Martha Gonzalez

#### 1. Review Minutes

#### 2. Shared Governance Hot Topics

- New Suggestion Topic Items
  - i. Reporting personal travel on CST website (Anonymous, 10/2)
- Follow-Up on Suggestion Topic Items
  - i. Concerns with UPD on campus (Anonymous, 6/26)

#### 3. New Business

- Staff Survey regarding COVID-19, emergency needs, or concerns.
  - i. Liz met with Reed to collect feedback about the survey draft. He provided helpful suggestions and offered to work with us to elicit valuable and actionable feedback from colleagues. The executive committee will meet next week to review the draft. Reed recommended either platforms: Baseline (primarily used by SSE staff) or Qualtrix.
  - ii. Target date to release the survey in the next 2 weeks.
  - iii. Dr. Matson wants to know if the CST Sunday messages are useful or not. They do not want to clutter our inbox and would like to provide this information in the best format for staff to access.
- SECC Employee Campaign Update
  - i. Starts October 12 through November 20th.
  - ii. Dr. Cooper, Francy, Dr. Coulton, Dr. Burgard, Dr. Brezinski, Dr. Porter, Gretchen, Miriam, Hugo, and Abigail are on the committee this year.
  - iii. Last year, around \$29,000 was raised with 22.6% participation. This year, the committee decided to set a monetary goal of \$30,000.
  - iv. Nancy Tavares, the United Way representative, will be at the upcoming staff council meeting.
  - v. Virtual costume contest via social media. Employees can submit photos of their costume or their pet's costume at [staff.council@tamusa.edu](mailto:staff.council@tamusa.edu). Voting will be based on likes.
  - vi. Dr. Matson highlighted that the A&M foundation can be donated to. She brought up the staff emergency fund and other institutional initiatives that we can contribute to and promote.

#### 4. Staff Council Committee Reports and updates

- All Staff Meeting – November 10th in the Vista Room
  - i. Speakers: UPD, Enrollment Management (Jaguar Excellence Guarantee and Achiever Promise), Abigail Montanez (the Thanksgiving event, Lights of Esperanza, and Commencement), Martha Gonzalez will host the staff employee awards. If time permits, Darnell will introduce his staff and updates about athletics.



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- ii. Might invite the employee award nominees to attend in person only, for space and social distancing.
- iii. Future all staff meeting dates: November 10, January 12, and April 14.
- Social & Community Service
  - i. Adopt-a-family:
    - a) The holiday wrapping party is scheduled on December 11 from 3-5 p.m.
    - b) This was shared with Faculty Senate.
    - c) Departments can sign up for shifts to enjoy food, drinks, and to wrap gifts in person. If preferred, staff can request to receive the wrapping items in advance but would need to drop off the gifts on December 11.
    - d) Depending on in-person sign ups, might extend the event time-frame if needed.
  - ii. Social Hours:
    - a) October 23 at 12 p.m. Liz
    - b) November 13 at 12 p.m. with Miriam
    - c) December 16- TBA
- Appreciation/Recognition
  - i. Several nominations have been received and are being reviewed by the committee.
- Communications/Marketing

#### September 2020 – today

Platform	# of posts	# of likes	# of followers	Comments
Facebook	87 total 13 new	108 total 5 new	56 0 new	According to Facebook analytics, reached 386 people through combined posts between these dates. Abigail will also assist with SECC advertisement on social media.
Instagram	79 total 13 new	536 total 69 new	143 total 14 new	Census has been extended to October 16 so will make more posts about that. Breast cancer awareness month and also participated in the #1thing campaign towards domestic violence awareness by SCC.

#### 5. Dr. Matson Updates:

- She suggested a strategic plan renewal to be completed by the end of December 2021. The President’s Cabinet will conduct a goal refinement and revisit the A&M-SA mission, vision, values, and goals. She explained that we are in a different place than when this was last written (before freshman). She will request campus community feedback. They hope to have a final draft in the Fall next year for Fall Convocation in September.
- The legislative session starts in January. Dr. Matson has partnered with other systems who were impacted by cuts for comprehensive expansion. She explained that we are scheduled for another 25% cut in our comprehensive expansion funding which totals at about \$1.2 million, in addition to the 5% cut. Several schools and systems are working together on this.
- Enrollment management is looking at how many students sat out this semester. At this time, there are currently 500 students that are still in San Antonio but not taking classes. They are working on recruitment efforts.
- The new proposed building, that will house the COB and library, is funded and in the final design phase. The Board of Regents is expected to approve this in November. If so, Dr. Matson would like to incorporate an



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employee appreciation component to the ground breaking ceremony, to highlight that we have not stopped our growth and progression and to say thank you to all.

- Classroom hall: From the first floor you can see the outline for the next quad which will house the first two buildings. If successful, it will allow us to get rid of all the temporary portables and move staff into a building.
- Enrollment is up for us at a 1% growth. Some students have dropped for various reasons. Lots of universities in San Antonio are down. Alamo colleges and about four other system schools are mostly flat.
- Dr. Matson encouraged everyone to continue practicing self-care and good mental health. She said while it can be easy to focus on what is not going right, there is a lot that is going well.

### 6. Adjourn

### 7. Next Meeting: Monday, November 9th

