



TEXAS A&M UNIVERSITY - SAN ANTONIO

Staff Council

Meeting Minutes – October 16, 2019, 3 p.m.

Modular Building C Conference Room

1. Call to order

2. Roll Call

Members Present:

- President – Nancy Larson (Class of 2020, EEO#1)
- Vice-President – Miriam Magdaleno (Class of 2021, EEO#3)
- Secretary – Sarah Timm (Class of 2020, EEO#3)
- Parliamentarian/Historian – Ester Woodbury (Class of 2020, EEO#3)
- Jarrick Brown (Class of 2021, EEO#3)
- Hugo Cantero (Class of 2021, EEO#3)
- Liz Chavez (Class of 2021, EEO#3)
- John De La Rosa (Class of 2021, EEO#3)
- Cristina Dominguez (Class of 2021, EEO#1)
- Juan Espinoza (Class of 2021, EEO#3)
- Hoyt Garner (Class of 2021, EEO#3)
- Priyanga Risal (Class of 2021, EEO#3)

Members Absent:

- Treasurer – Rachel Montejano (Class of 2020, EEO#1)
- Rosalinda Dietzmann (Class of 2021, EEO#3)
- Roseanne Gutierrez (Class of 2021, EEO#4)

3. Approval of Minutes – Approved

4. New Business

- a. Parking Update (Christian Harmon): There is a proposed change to Lot 1 that would increase the number of resident spaces by 40. Christian has already presented this to the Executive Cabinet and Dr. Matson liked it but she wanted Christian to gather feedback from others. Currently there are 36 spaces in Lot 1 specifically for residents. Christian presented us with a diagram that showed an additional 40 spaces for residents in Lot 1. He stated that the city lanes are still overflow parking for residents. This change would still leave 127 spaces for faculty and staff in Lot 1. He feels like this change will not have any impact on employees working in Madla. Question from Ester—have you talked to Military Affairs? Yes, Christian has.



TEXAS A&M UNIVERSITY - SAN ANTONIO

Staff Council

Richard is in favor of this proposed change. This change wouldn't affect any of the handicapped or Purple Heart spaces currently in place. Sarah is in favor of this because she has heard from some of her student workers that live in the dorms that resident parking in Lot I is a problem. The proposed change would take effect after the Thanksgiving break. Christian stated that the vendor could do the work to change over the spots over the holiday. There are currently 392 students living in Esperanza Hall but the Parking Department has only issued 182 resident student permits so far this year. There will still be a need for overflow parking which could go along the city lanes or commuter student parking. Ester asked if Lot I would ever become resident parking only? Per Christian, they are not looking into this just yet. He hopes to have a decision made by the end of this week about this proposal so if there is any feedback please get it to him before Friday at 5pm.

- b. HR Update (Francy Leal): Lloyd sent the form that staff can use to contribute to the Staff Emergency Fund to Nancy. Staff Council is planning to pass this form out during Fall Fest and will come up with a plan to advertise it. Francy also wanted to thank all that helped with the pink table last Wednesday. They had 275 individuals sign in! Fall Walkers will be going from Nov. 5-Dec. 12. Staff should watch for flyers with the QR Code and registration opens on October 28th. Staff will have to fill out a medical release form at Modular 107 (HR) and will be covered for an entire year. If staff will be walking outside of the 12:30 to 1pm time frame, they can scan a QR code that is tied to a Google doc where they can record their time walked. These alternate times will need to be recorded by Sunday of each week. A parking pass that covers January to August of 2020 and Fusion Beats bluetooth headphones are the prizes. Staff must complete 14 of 18 walking sessions in order to be eligible to win. HR is looking for walking leaders. The Vera Bradley prize drawing will be this Friday. Miriam asked if there were any pink shirts leftover. She mentioned that someone reached out to University Advancement asking about the shirts after they saw a picture on social media. Unfortunately there are no shirts leftover.
- c. Suggestion Box Items (Nancy)
 - i. Signage regarding the vaping ban (John De La Rosa): Vaping is on the signage around campus (per photo from Rita Arredondo).
 - ii. Pending travel reimbursement from July 2019 (Anonymous): Nancy got a visit from Frank Ramon (Procurement) and he had a backlog of 200+ items when he arrived. He is caught up on most of those but is still working



TEXAS A&M UNIVERSITY - SAN ANTONIO

Staff Council

through what remains so hopefully the staff member has been reimbursed by now. Christian mentioned that he's been working with Frank and he's doing an awesome job! Hoyt also suggested staff reach out to their department admin to see where in the reimbursement process things are.

5. Old Business

- a. Summer camp initiative (Ester): A second email was sent out asking for people to take the survey and overall we received about 110 responses. We are hoping for a soft launch next year so it might be okay to have a low enrollment number. Dr. Sheperis has reviewed the responses with Ester. He is going over the results and looking into the funding for the program. Ester is working with Pamela Massey to try to get more information and she is hoping to have something more solid by January so that parents wanting to take advantage of this would know before the spring.
- b. Pending Suggestion Box Items (Nancy)
 - i. Vending machines in the modulars (Michelle Anguiano): Original suggestion for the machines to be located in the tutoring center in Modular C has been determined not a good fit. There was discussion about locating them in Mod B but no locations were suitable. Johnny mentioned Chartwell's wanted a food station out near the modulars but he hasn't received any more details. They are now looking into an honor system of snacks in the break room area of Modular C. Ester mentioned that no one seems to know what's on campus in terms of food. She feels like the cafeteria is the only food vendor people think of when really there are lots of other options on campus. Hoyt mentioned that it would be nice to know when the various food trucks are coming on campus. Francy suggested Chartwell's should have a flier advertising their various services (Smooth Sailing, food trucks, etc.) since students are used to looking at these when they go to the bathrooms. Nancy will reach out to Chartwell's to pass along these ideas about publicizing what's available.
 - ii. Cafeteria: Separate area to purchase a la cart items and issues with flies: Response from facilities: "Suggestions have been noted and were sent to the departments."
 - iii. Mr. Softee food truck on campus and donations to Staff Council (Anthony Perez): Nancy reached out to Chartwell's who has reached out to Mr. Softee again to see if they wanted to collaborate on campus. No response yet.



TEXAS A&M UNIVERSITY - SAN ANTONIO

Staff Council

- iv. Communication issue regarding reorganization of Student Affairs and transition impact on staff (Anonymous): Nancy emailed Dr. Matson and she replied and said she met with the senior leaders about this. They are supposed to have a collective meeting with Student Affairs. Directors have met but no further dissemination has occurred.
6. Committee Reports
- a. All Staff Meeting (Sarah, Hoyt, Jarrick, Priyangana)
 - i. Nov. 19, 9:00 a.m., Vista Room – Sarah gave an update on the two speakers so far who have confirmed. Invitations have been sent out to VPs but no one else has responded. Per Nancy if anyone has suggestions on speakers, please pass them along to members of the committee.
 - b. Social & Community Service (John, Cristina, Sarah, Rosalinda, Jarrick, Liz, Roseanne)
 - i. Door Prize gift cards for Convocation Mixer winners: Jarrick will buy them today.
 - ii. Second Friday Mixers (Oct 11, Nov 8, Dec 13): Per John these have been super positive events. He suggested the Pearl for the one in November at the Food Hall since it's an open space that's family friendly. Ten people attended the last one (8 staff and 2 faculty).
 - iii. Fall Fest Booth (Oct 19, 12-6) – Raise funds for SEF (Payroll Deduction form now available): Cristina stated that we still needed volunteers for the 3 pm, 5pm, and 6 to 6:30pm shifts. Jarrick, Cristina, and Hoyt will be working that day so they are unable to volunteer. It was decided that we would not be popping butter popcorn ourselves. Cristina has a money bag we can use and volunteers should come find her at 11am to help with set up. Miriam will volunteer for the 3pm shift.
 - iv. Adopt a Family during the holidays, Holiday social wrapping party for the gifts – Per Cristina we will work on this after Fall Fest.
 - c. Appreciation/Recognition (Priyangana, Rachel, Cristina, Juan)
 - i. Employee Spotlight Awards – hope to announce these winners soon!
 - ii. 2nd Quarter Employee Spotlight nominations due by Nov 10th : Per Nancy we need to do a push to publicize this again (currently only have one nominee). Priyangana said she found the parking sign and Christian is hoping to store the sign when not being used in his department. They've



TEXAS A&M UNIVERSITY - SAN ANTONIO

Staff Council

identified three spaces to be used (one near Madla, one near STEM and one near the modulars) so the winner can have their preference of spaces.

d. Communications/Marketing (Miriam, Hugo, Liz):

Liz asked if everyone was okay with their districts and all were fine. The next mixer is on the second Friday of November (November 8th) and a flyer will be coming soon. This Friday Hugo will be dropping off flyers to respective offices to be distributed to offices in each district. They will resend the district assignments.

- i. Visits to offices in districts – District Names
- ii. Door decorating promotion: Will discuss more after Fall Fest.
- iii. Employee Spotlight awardee highlights on website: Hugo will meet with Priyanga to discuss this.

7. Special Committee Reports

- a. Parking and Transportation (Hugo) No updates since Christian already presented.
- b. Pay Rates Working Group (Ester, Rosalinda, Roseanne): Per Ester they are meeting again next Monday as a follow up on all of the recommendations initially given.
- c. Thanksgiving Pot Luck (Jarrick): November 1st everything will go live per Abigail.
- d. Search Committee for VP Student Success and Engagement (Rosalinda): Linda was absent from today's meeting so no update was given.
- e. Master Plan Committee (Hugo): He attended a meeting today (and two weeks ago). From what he can tell the task force's role will be to identify challenges to be conveyed to the company doing construction. They will be relocating athletics to where research is in the hopes of not affecting the acreage. Hugo is still not sure how much say the task force will have but a student from SGA is on the task force so that's promising.
- f. Search Committee for Athletic Director (Jarrick): Job position posting is supposed to go live tomorrow.
- g. 2020 Census Working Group (Hugo): Hugo's name has been passed along to Edwin Blanton.
- h. SECC Lip Sync Contest (Liz, Nancy): This will take place on Halloween from 11:30 to 1pm with the benefits going towards the SECC. Juan mentioned that they are still looking for some acts for the show.

8. Other issues/concerns

9. Adjourn