



SYSTEM STAFF COUNCIL

SSC Meeting Minutes

Sep. 23, 2019

ACTION ITEMS

- Brainstorm fundraising/event ideas
- Send opinions on scholarship selection parameters to Nathan by 9/30 so he can provide feedback to scholarship committee
- Maeci – work with IT on Staff Council inbox
- Glenda – follow-up with Joseph on budget allocation
- Nathan – facilitate scholarship committee meeting
- Meagan – follow-up via email regarding polos

TAKEAWAYS FROM OFFICER REPORTS

- Administrative leave has been approved for SSC members with 1 day awarded in February and 1 day awarded in August 2020. Maximum Administrative Leave for system employees is 32 hours.
- Scholarship fundraising matching has been confirmed via the 7th floor discretionary fund. Exciting!!
- Kathy Mazurkiewicz will be a lifetime, non-voting member of SSC in order to provide continuity of insight.
- SSC Operational purchasing will be done via Kathy Mazurkiewicz's pro-card.
- The Deputy Chancellor will likely attend SSC meetings quarterly upon request/demand of staff feedback.
- Current scholarship fund balance: \$2,011; Total Revenue from FY19: \$2,027
- We have a logo! See header. 😊
- SSC is establishing an email address—Maeci Hoffman to follow up with IT.
- Website cleanup is in progress and our anonymous feedback form has been created and will soon go live
- Glenda will follow-up with Joseph on budget allocation to the council's operating account.
- TAMU Staff Council looking for a way to collaborate as system agencies aside from non-voting membership to TAMU council. Ideas discussed: yearly forum, list-serv

TAKEAWAYS FROM COMMITTEE UPDATES



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- Scholarship committee (Nathan, Joan, & Lindsey) will meet to identify a way forward on selecting winners and propose it to the council at October meeting.
 - Ideas discussed: choosing/weighting by need, requiring additional documentation
 - Scholarship Committee can also proposed revision to online documentation to the council
- Avoid overlap with SECC fundraising events through November
- EOQ volunteer request email was effective, process is moving forward and Joan Muniz volunteered to handled event food purchasing

TAKEAWAYS FROM GENERAL BUSINESS

- By-laws confirmed unanimously
- \$2,500 fundraising goal set; goal of producing 4 job-enhancing initiatives set
- Staff Council shirts will be maroon polos with white logo – Meagan will reach out via email
- Anniversary gift proposal: top two moving forward are luggage tags and toiletry bags
- Discussed system rule for unclaimed property

NEXT MEETING

- Date: October 18, 2:30 – 4:00
- Agenda Items
 - Process Staff Feedback
 - October EOQ
 - Fiscal Year 2020 budget
 - Annual Meeting
 - Event and Fundraiser Ideas