

# Retreat Meeting Minutes

**DATE:** 10/10/2023

**LOCATION:** UC 216

**ATTENDING:** Joni Millican, Jennifer Davis, Venus Lillis, Kristie Avery, Susan Gleason, Madie Westmoreland, Victoria Stiner, KaDeidre Bell, Jodi Pompa, Amber Galvan

**ABSENT:** Deanna Harding, Joe Sloan, Jennifer Carrillo, Maleny Gomez

**MEETING BEGAN:** 11:05 am

## **AGENDA ITEMS**

1. Meeting minutes- September minutes motion to approve made by Madie, 2<sup>nd</sup> by Mandy. Kristie will send the September minutes with the October minutes by email with a voting option after the meeting to get them on the webpage quickly.
2. Breakfast Bingo fundraiser: will get approximately \$3 per order. Participants will go through the café line then go to Eagle Hall to eat and play bingo. There are several teams for the pancake pizza eating challenge. There will be a photo booth with props. Set up will be either 3:30p Monday or 7:30a Tuesday morning depending on SSC. Katie Hixson has helped with bingo prizes from Eternal Beauty Spa, Racquet & Jog, Paw Paw Shop, movie tickets and more. Staff Council asked to help pick up donations/prizes when possible.
3. Staff Council teams update: Venus reiterated comments from Dr. Alexander based on questions from Staff Council. Dr. Alexander is looking forward to several Staff Council events. Venus said he has some ideas for the Council's food drive and for the Christmas party. For the communications team, we will look at sending text messages to campus staff to advertise events. Also will be looking at doing direct communications without going through the Office of Communications – possibly utilizing something like Constant Contact. Venus created a Staff Council subscription form to sign up for communications. The form will explain the reason for subscription and also Suggestion Box revamping. Venus also mentioned that Ramona provided Staff Council with more money in the budget to set up TextMagic. For the staff wellbeing & retention team, Dr. Alexander asked campus feelings regarding remote work and wearing jeans decisions. When confidentiality was brought up, he is very big on confidentiality and is working with Jeff Hinton to ensure this. There was a concern shared by a Staff Council member that Executive Assistants and Deans are not allowed to work remotely and was told they were not presented with an alternative plan when they submitted their remote work request. Venus said she would bring this up with Dr. Alexander as well as concerns for the 8a-4:30p workday coverage. He asked Staff Council to gather thoughts on remote work and the shorter workday. The wellness & retention team will gather this to bring back to him.

4. Suggestion Box redo: Staff Council has found there is a need to have suggester's name attached to the suggestion in order to get a possible solution back to them to properly update and to avoid AI bots from submitting random things. There is a lot that comes through the Suggestion Box that is for HR. Venus mentioned possibly asking HR to develop a mechanism for personnel matters with a need to be sure everything is kept confidential. With the Suggestion Box redo, could provide a box for the person's name & email address and provide an option/check box if the person wants to be kept anonymous. It was also discussed to list examples of what could and couldn't be a suggestion for Staff Council to tackle.
5. Halloween Party/costume contest: Staff Council members are encouraged to dress up. There won't be a theme. For the party, we could play Jeopardy and use the BASS lounge on the 2<sup>nd</sup> floor for the party.
6. Food Pantry Drive in November: Venus said Dr. Alexander mentioned having teams compete against each other for points, assign points for certain pantry needs. More information to come.
7. Venus mentioned speaking to other system Staff Council presidents and mentioned that one campus has fundraisers of various kinds, like a Kendra Scott fundraiser. This would be food for thought for TAMUT's Staff Council.

(As a side note – in an effort to keep classrooms open for faculty/student use, KaDeidre offered the SCIT 102 conference room for Staff Council to use for future meetings.)

**NEXT MEETING:** 11/14/2023 in SCIT 102

**MEETING ENDED: 12:10 p.m.**