

Stephen F. Austin State University
Staff Council Meeting Notes
Monday, June 12, 2023
10:00 a.m. – 11:05 a.m.
McGee Business Building (Room 133)

Attendees:

Attending Representatives	<input checked="" type="checkbox"/> Chair – Alison Reed <input checked="" type="checkbox"/> Chair Elect Grace Romero <input checked="" type="checkbox"/> Secretary – Meredith Baily <input checked="" type="checkbox"/> Gina Ajero <input checked="" type="checkbox"/> Veronica Beavers <input checked="" type="checkbox"/> Brittany Beck <input checked="" type="checkbox"/> Sharon Brewer <input checked="" type="checkbox"/> Choya Coleman <input checked="" type="checkbox"/> Surry Consford <input checked="" type="checkbox"/> Jennifer Crenshaw <input checked="" type="checkbox"/> Sabrina Delaney <input checked="" type="checkbox"/> Ryan Dietrich <input checked="" type="checkbox"/> Rebecca Galatas <input checked="" type="checkbox"/> Angela Harless <input checked="" type="checkbox"/> Emily Keller <input checked="" type="checkbox"/> Amanda Kennedy <input checked="" type="checkbox"/> Agatha Moreland <input checked="" type="checkbox"/> Kenneth Morton <input checked="" type="checkbox"/> Jordan Riley <input checked="" type="checkbox"/> Ashley Schmidt
Not Present	<input type="checkbox"/> Parliamentarian – Lissy Turner <input type="checkbox"/> Treasurer - Travis Killen <input type="checkbox"/> Carrie Baker <input type="checkbox"/> Veronica Herrera <input type="checkbox"/> Nadia Sifuentes <input type="checkbox"/> Brandon Stringfield

Meeting Minutes

Topic	Minutes
I. Call to Order	Time: 10:00 a.m.
II. Roll Call	Secretary Baily called roll. Individuals noted above were in attendance. James McLaughlin served as proxy for Travis Killen. Steve Laurent served as proxy for Brandon Stringfield.
III. Presentations	a. Ms. Gina Oglesbee (Interim President) Topic: UT System transition update <ul style="list-style-type: none"> • Technology: <ul style="list-style-type: none"> ○ Computers are down and they could be down the rest of the day. Working towards a solution. Calling for assistance and added support from University of Texas System (UTS) counterparts. • Interim President Nomination: <ul style="list-style-type: none"> ○ June 1st began as Interim. Noted it is an honor to be asked both by the SFA Board of Regents (BOR) and the University of Texas System. ○ Noted her background in research for affiliation over the years to support the BOR as affiliation questions arose over the years. When it came time for an affiliation team there were a lot of questions that needed to be covered for financial questions and important factors regarding transition. ○ Special thanks to Dr. Westbrook who everyone tried to convince to stay but he already had plans to return to retirement. ○ Right now, SFA is in a financial transaction, migrating over to UTS. We are coordinating the combining of SFA and UTS resources. ○ Background in financial transactions for transition and 20 years at SFA made serving as Interim a good fit. Although Ms. Oglesbee has the ability to

retire, she noted a commitment to stepping into this role in order to aid SFA through this transition.

- Truly honored to step into this role and it is an eye-opening experience to work with the UT system.
- Transition Update: Attended the first President UTS meeting where we were welcomed, and our voice was just as important as our peers.
 - Benefits:
 - The main area being addressed is health insurance. UTS has their own health insurance program. We are migrating into their health insurance program (from ERS). Working towards a seamless transition for our employees. SFA employees will “lift and shift” their current benefits into the new program.
 - Last Friday (6/9/2023) an email was sent telling employees to expect more information on health insurance and benefits this week. The email will have more details as well as links to additional information. There will also be town hall virtual conversations, a vendor fair in August (on campus) with UTS benefits employees, and additional outreach opportunities.
 - The benefits fair will be the week of August 21.
 - More information will be coming out about costs, as this is still being evaluated.
 - Moving to a PPO program - which means that employees don’t have to be referred to a specialist. They will be able to access specialists and other doctors directly.
 - Technology Resources:
 - Expanded Microsoft Suite that provides more resources
 - Additional IT resources (but not Banner). We will evaluate what it means to transition to PeopleSoft and if it is beneficial. This will take place at a later date.
 - Financial Transition Items:
 - Some SFA insurances (general liability, auto insurance, etc.) will now be paid for by UTS.
 - Described differences between PUF-funded and HEF-funded intuitions. Analysis of how this impacts spending is taking place.
 - Raises:
 - Faculty and staff raises are under consideration, and they are working through the funding structures.
 - 5.5 million will address faculty and staff raises. Faculty were initially mentioned individually as they are easier to evaluate. Staff match is more complex. Confident in the funding to provide raises.
 - Additional operating funds Legislature covers what we were down in enrollment last year. UTS has committed to aiding us through this transition. Goal is to increase enrollment.
 - Fall enrollment is currently estimated to be flat.
 - Infrastructure
 - UTS provided 80-million-dollars of funding for a Forestry and Agriculture additional.

- UTS provided an additional 45 million for university-choice improvements.
 - Administration Changes
 - July 27 – the Board will hold a special meeting to turnover control from our BOR to the UTS System Board. This is related to our SACSCOC accreditation, which we should hear about at the end of this week.
 - SFA will be working under our old policies and procedures until we have finalized the transition. Expected to take place effective September 1.
 - Major changed to the university police department. They will become police officers of the UT system. Their license is carried by the system, and identifying items (patches, decals, etc.) will change to UT. These changes will allow SFA officers to assist should they be needed for emergencies in our region (e.g., Tyler). Employees will still be paid by SFA.
 - Transition work is moving along well due to our SFA teams – there are a lot of people working behind the scenes to make this happen. It is a lot of work but so far, we have been able to overcome any obstacles.
 - The next UTS quarterly board meeting is in August. They are Feb, May, and August. The August meeting will be at the opening of the fall semester.
 - We will move our fall welcome to Friday August 25th. Communication about this will come out soon.
- SFA is celebrating its 100-year anniversary. We will celebrate on September 17th and 18th. More information coming out on that as well.

Q&A

- Rep. Morton: Is there still an open enrollment in July?
 - Ms. Oglesbee: That is no longer the date, it will be later (August).
- Chair Reed: Was legislative appropriation funding requested for salary increases approved?
 - Ms. Oglesbee: We did not receive legislative appropriation funds for salaries, but we did receive funding for assisting our entrepreneurial program and our campus renewal project.
- Rep. Crenshaw: There was a lot of talk when we first formed about shared governance. How is that being considered in this transition?
 - Ms. Oglesbee: A lot of our shared governance you see in the BOR meetings. SFA has been trying to work with other UTS Presidents on how they manage that representation. Several have a representative that shares in open communication, policies, and other representation to share governance.
 - Ms. Oglesbee: The system Board does not hear the same level of details about us individually as our current BOR does, but they do encounter some of the higher items. It is not the same as having faculty come speak.
 - Ms. Oglesbee: Chair-Elect Grace Romero, has been appointed to the Employee Advisory Council. Here, the chairs of all the school councils come together to discuss issues and the support of policies. It is a formalized

	<p>process to attend the meetings and represent SFA at the higher level. Hope to have more once we learn more about the process.</p> <ul style="list-style-type: none"> • Chair Reed – One proposal was to have updates from stakeholder bodies held at cabinet. I proposed that we meet regularly at that level to continue shared governance. <ul style="list-style-type: none"> ○ Ms. Oglesbee: Agree this would be beneficial and we all need to communicate so that concerns will still be heard. We have already voiced our concerns about salaries, our benefits, where we fit in the system, making sure our benefits match, making sure we match equally. Right now, we have the ear of UTS as we move along in the transition. Lorenzo Smith and Gina Oglesbee meet regularly on transition and can confirm they do listen to us closely. • Rep. Crenshaw – clarification that the campus police are SFA employees. <ul style="list-style-type: none"> ○ Ms. Oglesbee: Yes, they are SFA Employees but have UT Licenses. • Rep. Harless – Do we have any idea regarding the employees who took early retirements - will UT allow us to fill those positions? We are extremely short-staffed, and the garbage truck rarely works. <ul style="list-style-type: none"> ○ Ms. Oglesbee: That is up to the budget. Right now, the decrease in enrollment is going to be funded by the state. <ul style="list-style-type: none"> ▪ The departments can do something to address this. They can rework their budget if needed. ▪ Right now, we are using our current year budget to fund the salary increases from January. If fall enrollment is up, we will be analyzing this in an attempt to find opportunities. ▪ The Garbage truck is being purchased but there is a supply chain delay as with so many other things.
<p>IV. Meeting Minutes</p>	<p>Posted minutes from the last meeting up for approval.</p> <ul style="list-style-type: none"> • Motion by Representative Beck • Seconded by Representative Crenshaw • Approved with no abstentions
<p>V. Officer Reports</p>	<p>a. Chair – Alison Reed</p> <ul style="list-style-type: none"> • Hoping everyone is taking time this summer for a break or vacation of some kind for self-care. • This body is always listening, and we are working to make improvements. SFA would not be here without our staff. • Senate bill – all has gone through, and we will know more as things move forward. • Clarification – Ms. Oglesbee is serving as Interim temporarily and will resume her role as VPFA when a new President is selected. • Note there is an informative website that outlines SFA transition goals and priorities: https://www.sfasu.edu/ut-system. • Many of you have been working closely with our UT System partners, outlining/syncing transition processes. These changes and the work behind these projects are not an insignificant lift. Thank you for your work on this. • Benefits – we know we will be shifting over to the UT system benefits soon. Please expect an email communication this week from SFABenefits@UTsystem.

	<ul style="list-style-type: none"> • We look forward to having the opportunity to connect with benefit support staff in the upcoming town hall meetings and in-person vendor fair. <p>b. Chair-Elect – Grace Romero</p> <ul style="list-style-type: none"> • Elected to be first SFA member to sit on the employee advisory council. Great opportunity for us. Remind ourselves we need to be talking with our constituents. • The council meets 4-5 times a year. The first meeting will be Sept. 19th and 20th. <p>c. Secretary – Meredith Baily</p> <ul style="list-style-type: none"> • In work role (not Council role) noting the many UTS Transition items are already underway. This is a large amount of work added to already busy teams - large thanks are in order for those tackling the work. Special thanks to HR and the finance teams currently working to implement a significant number of transition items in a short timeframe along with ITS colleagues. • Transition groups have been personable and open to hearing our thoughts. The amount of support from UTS employees has been positive to date. • Thanks to all SFA employees for their support through this transition. We cannot be successful without the expertise and support of all SFA employees. These can be stressful transitions and the support given from the SFA community is felt.
<p>VI. Committee Reports</p>	<p>a. Executive Committee</p> <ul style="list-style-type: none"> • Met to set the agenda and discuss presentations. • Discussed Staff Council budget and future visitors. <p>b. Nominations & Elections Committee</p> <ul style="list-style-type: none"> • Nominations are open until Wednesday at 5pm. • If up for re-election can be nominated for next term. • HR will send a list of eligible staff and then we will determine how many seats are open per category. • Staff can nominate employees outside of their EEO Category. • If the network doesn't come back up, there are physical nomination boxes in several locations accepting paper ballots (BPSC, Physical Plant, and Physical Plant Operations). • Elections will take place in July. • Officer elections are in August. <p>c. Communications Committee</p> <ul style="list-style-type: none"> • Nothing to Report. <p>d. Worklife Committee</p> <ul style="list-style-type: none"> • Veronica Beavers serving as chair. • Translation network – trying to secure within the next month. <p>e. Staff Recognition Committee</p> <ul style="list-style-type: none"> • Held our staff recognition ceremony in April. • The committee welcomes feedback on the ceremony. • Pins for those honored at the ceremony will arrive soon. <p>f. Bylaws Committee</p> <ul style="list-style-type: none"> • Addressed in new business.
<p>VII. Unfinished Business</p>	<p>a. Bylaws update</p>

	<ul style="list-style-type: none"> • April meeting proposed a change to bylaws. The goal is to make sure the definition in bylaws was a more accurate representation of staff numbers, and address concern about the number of representatives potentially being too small to adequately represent staff. • The minimum number of 25 was removed. The Council felt the number should fluctuate to represent staff equally by EEO. That vote passed and the updated bylaws are on the Staff Council website. <p>b. Category 40 vacancy</p> <ul style="list-style-type: none"> • Ashley Cowart stepped down. The bylaws require an alternate to fill the vacancy, which we did not have. Luckily, within bylaws we were able to find the next best fit. The Council voted to appoint Ashely Schmidt (Public Safety Technology Specialist with UPD) who has graciously agreed to serve as the Category 40 representative between now and August 31 (the next election cycle).
<p>VIII. New Business</p>	<p>a. Council funds and initiatives</p> <ul style="list-style-type: none"> • Have money left over in our budget and have been talking about ways to further outreach and bring more awareness to the body. Proposal to have a meet and greet event with giveaways in order to invite people to talk with representatives and officers. Goal of building awareness and relationships by providing opportunities to learn more about staff council. • Floor open for additional ideas to use the remaining funds to meet the goals the Council set for the year: <ul style="list-style-type: none"> ○ Rep. Beck – is the funding allowed to rollover? <ul style="list-style-type: none"> ▪ Chair Reed: No ○ Rep. Coleman – recommended purchasing permanent ballot boxes. ○ Rep. Crenshaw – like the outreach suggestion but wonders how many staff can come out for that. The center of campus sounds like a good option. ○ Rep. Morton – instead of a one-off, the Council could tag onto other events (e.g., Wellness Event) instead of having a stand-alone event? <ul style="list-style-type: none"> ▪ Rep. Crenshaw – watermelon bash or tour of new theater building ▪ Rep. Delaney – benefits fair representation ○ Rep. Beck – a table drape for events ○ Rep. Brewer – welcome back meeting – have a staff tent setup ○ Rep. Delaney – virtual town hall ○ Chair –Elect Romero - What is the purpose for event timing and these options? Is it to know about staff council before nominations or once the body is in place? <ul style="list-style-type: none"> ▪ Secretary Baily: I think the concern is around the timing given that nominations end this week. Some of the suggestions would give us the tools for future events or election periods such as a table drape, signs, ballot boxes, etc. ○ Rep. Morton – is there going to be another mini-retreat? <ul style="list-style-type: none"> ▪ Chair Reed: That won't be until Sept. 1, when the new Representatives are in office. We could buy some of the items ahead of time in preparation for this event.
<p>IX. Adjournment</p>	<ul style="list-style-type: none"> • Motion by Representative Beck

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| | <ul style="list-style-type: none">• Seconded by Representative Morton• Approved with no abstentions Adjourn Time: 11:05 a.m. |
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