

Stephen F. Austin State University
Staff Council Meeting Notes
Wednesday, March 20, 2024
10:00 a.m. – 11:03 a.m.
McGee Business Building (Room 133) and Zoom

Attendees:

Attending Representatives	<input checked="" type="checkbox"/> Chair-Elect: Brittany Beck <input checked="" type="checkbox"/> Parliamentarian: Lissy Turner <input checked="" type="checkbox"/> Treasurer: Choya Coleman <input checked="" type="checkbox"/> Secretary: Emily Keller <input checked="" type="checkbox"/> Gina Ajero <input checked="" type="checkbox"/> Crystal Deckard <input checked="" type="checkbox"/> Sabrina Delaney <input checked="" type="checkbox"/> Ryan Dietrich <input checked="" type="checkbox"/> Erika Sanchez-Garza <input checked="" type="checkbox"/> Angela Harless <input checked="" type="checkbox"/> Heather Hawkins <input checked="" type="checkbox"/> Amanda Kennedy <input checked="" type="checkbox"/> Travis Killen <input checked="" type="checkbox"/> Tim Lewallen <input checked="" type="checkbox"/> Kenneth Morton <input checked="" type="checkbox"/> Ashley Schmidt <input checked="" type="checkbox"/> Shana Scott <input checked="" type="checkbox"/> Nadia Sifuentes <input checked="" type="checkbox"/> Leon Stefl <input checked="" type="checkbox"/> William Stelson <input checked="" type="checkbox"/> Craig Yates
Not Present	<input type="checkbox"/> Chair: Grace Romero <input type="checkbox"/> Daniel Adame <input type="checkbox"/> Brandon Stringfield

Meeting Minutes

Topic	Minutes
I. Call to Order	Time: 10:00 a.m.
II. Roll Call	Secretary Keller called roll. Individuals noted above were in attendance. Steve Laurent served as proxy for Brandon Stringfield.
III. Presentations	<p>a. Steven Whitman (Associate Director, Facilities) and Brandon Hatfield (Coordinator, Sport Clubs & Camps)</p> <ul style="list-style-type: none"> • Campus Rec Services for Staff <ul style="list-style-type: none"> i. Staff can participate in intramural sports ii. Memberships for \$30 per month, which can be payroll deducted <ul style="list-style-type: none"> 1. Fitness floor 2. Rock wall 3. Pools 4. Intramural 5. Classes 6. Personal training iii. Pool membership iv. Swimming lessons <ul style="list-style-type: none"> 1. Offered for babies all the way up to adults 2. Summers include group lessons for kids v. Summer day camp for kids vi. Summer music series program vii. Questions <ul style="list-style-type: none"> 1. Representative Hawkins: When do summer pool memberships open?

- a. Steven Whitman: The pools typically open the Monday after graduation, and you can purchase the membership before then.
- 2. Representative Dietrich: Is gear available to rent?
 - a. Steven Whitman: We do rent gear like paddle boards, kayaks, and canoes. Those are available to staff without a membership. You do have to be in the directory, so a new employee might get stopped.
- 3. Representative Killen: Is there a cost associated with the team-building activities?
 - a. Steven Whitman: Yes, it depends on what you want to do. It generally starts at about \$10 a person, but that price changes according to the group's activities.
- 4. Representative Schmidt: Is there a restriction on where you can use the gear rentals?
 - a. Steven Whitman: No, it is just the renter's responsibility to return the equipment.
- 5. Representative Dietrich: Is there a cost associated with renting the equipment, or is it a sign-out system?
 - a. Steven Whitman: Yes, there is a small cost associated with the rental.
- 6. Representative Coleman: Do you have to have a membership to register for swimming lessons?
 - a. Steven Whitman: No, you do not.
- 7. Representative Dietrich: How long do swimming lessons typically last?
 - a. Steven Whitman: Parent/child is the 4-day lesson. All of the other lessons are for two weeks, so basically eight 30-minute lessons over a two-week period.
- 8. Representative Lewallen: Our benefits include health club memberships, but SFA's Rec Center does not qualify. There is something called "reimbursement for exercise expenses." It says the flexible spending account may pay for some exercise programs and equipment.
 - a. Steven Whitman: Ken had that conversation with BCBS about programs where staff on some U.S. campuses can get reimbursements for certain things. I don't know about that program, but we can discuss it with HR.

b. Ginger Walker (Senior Budget Analyst)

- March 1 Salary Increase Calculation Details & Budget Office Updates
 - i. Effective for SFA service beginning February 1, 2024 or earlier and paid beginning March 1, 2024
 - 1. Increase campus minimum wage for full-time positions
 - 2. Staff cost of living increase with FTE .50 or greater (COLA) 1.2%
 - a. For positions that did not receive the minimum wage increase
 - 3. Faculty merit pool – 2%

	<ol style="list-style-type: none"> 4. To help address the increase in medical insurance-related costs <ul style="list-style-type: none"> - \$1,000 increase in annual base salary for employees with FTE .75 or greater (equity increase) ii. Staff increases ranged from .99% to 19.71% iii. Eligibility for \$1,000 iv. Faculty Merit Pool <ol style="list-style-type: none"> 1. As an initiative of the Provost, faculty is allocated a merit pool v. Questions <ol style="list-style-type: none"> 1. Representative Coleman: Can you clarify why the funding sources differed for faculty and staff? <ol style="list-style-type: none"> a. Ginger Walker: I was not in the conversations that decided what percentage everyone received, so I do not know. 2. Representative Killen: How will this affect incoming employees in the future? I don't know if the salary grade sheet has been updated or if we will be hiring employees at less than the minimum pay now or at the minimum points from 2012. <ol style="list-style-type: none"> a. Ginger Walker: Hourly employees will begin at a minimum of \$11. I don't know if the online midpoints have been updated for salaried employees. I believe they have taken the 2012 numbers and added 6% to the midpoint. I believe they will take that new number and add 1.2% as our new adjusted midpoint moving forward. We did not apply this to vacant positions, so those depend on what was originally budgeted for those positions.
IV. Meeting Minutes	<p>Posted minutes from the last meeting up for approval.</p> <ul style="list-style-type: none"> • Motion to accept the minutes as written by Representative Morton • Seconded by Representative Stelson • Approved with no abstentions
V. Officer Reports	<ol style="list-style-type: none"> a. Chair – Grace Romero <ul style="list-style-type: none"> • Not in attendance – no report b. Chair-Elect – Brittany Beck <ul style="list-style-type: none"> • Attended Faculty Senate meeting on March 6th <ol style="list-style-type: none"> ○ Wellness Certification Program ○ Updates to access of certain publications in the library ○ Will potentially have a representative from Faculty Senate speak at the April meeting c. Secretary – Emily Keller <ul style="list-style-type: none"> • Nothing to report d. Treasurer – Choya Coleman <ul style="list-style-type: none"> • Current balance as of today is \$1,349.80 • Upcoming expenses for Staff Recognition Committee e. Parliamentarian – Lissy Turner <ul style="list-style-type: none"> • Nothing to report

VI. Committee Reports	<ul style="list-style-type: none"> a. Executive Committee <ul style="list-style-type: none"> • We met to set the agenda for today’s meeting • Dr. Gary Mayer’s passing • Dr. Neal Weaver will be arriving as the new president and following an onboarding process by the UT System • The Faculty & Staff Appreciation Luncheon is April 2nd from 11am to 1:30pm • Alumni Centennial tree #21 is being donated to represent Staff Council b. Nominations & Elections Committee <ul style="list-style-type: none"> • Nothing to report c. Communications Committee <ul style="list-style-type: none"> • Currently waiting to rekey suggestion boxes • Chair Tim Lewallen is taking certified communicator classes to prepare for the social media presence in a policy-compliant manner • Photographs for social media accounts d. Worklife Committee <ul style="list-style-type: none"> • We have selected Team Dynamics for the Translation Network product e. Staff Recognition Committee <ul style="list-style-type: none"> • Last meeting was February 19th • Have received president’s final selection of President’s Award Recipients • Have received confirmed years of service award recipients from HR • Working with HR for retirement list • Quote for food and refreshments has been sent to President’s Office • Ordering additional pins and pendants needed • Ceremony will be on April 18th from 2-4pm in the STEM Building f. Bylaws Committee <ul style="list-style-type: none"> • Nothing to report
VII. Unfinished Business	<ul style="list-style-type: none"> a. No unfinished business
VIII. New Business	<ul style="list-style-type: none"> a. Closed Session
IX. Adjournment	<p>Approved with no abstentions</p> <ul style="list-style-type: none"> • Motion to adjourn the meeting by Representative Stelson • Seconded by Representative Morton <p>Adjourn Time: 11:03 a.m.</p>