

Stephen F. Austin State University Staff Council Meeting Minutes

Meeting #39

Tuesday, February 10, 2025, 10:00 a.m.

McGee Business Building (Room 133) and Zoom

- I. Call to Order: 10:00 a.m.
- II. Roll Call
 - a. Secretary Delaney called roll.
 - b. Attendance is noted below. No proxies present.

Name	Role / Group	Present	Absent	Proxy
Ryan Dietrich	Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Andrew Roybal-Cano	Chair-Elect	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Sabrina Delaney	Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Heather Catton	Parliamentarian	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Theunis Oliphant	Treasurer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Jordan Berry	Representative	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Bonnie Bennett	Representative	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Crystal Deckard	Representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Tiffany Gauntt	Representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Nicole Ivancic	Representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Chase James	Representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Emily Keller	Representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Steve Laurent	Representative	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Tim Lewallen	Representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Dudley May	Representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
James McLaughlin	Representative	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Faron Moore	Representative	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Shana Scott	Representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Sydnee Seeton	Representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
William Stelson	Representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Alison Reed	Representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Enrique Venegas	Representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Henry Wiederhold	Representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Craig Yates	Representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

- III. Presentations
 - a. Ethics Point and Reporting

- i. Rachele Garrett (Chief Compliance Officer) & Jane Ann Bridges (Chief Audit Executive) presented.
 - 1. Steps in the reporting process
 - 2. Anonymous reporting; retain the key to review case updates/follow-up
 - 3. Compliance website; contact information at bottom of the website
 - 4. Provide as many details as possible are needed when reporting
 - 5. Use caution when sending documents to your personal email
 - 6. Timeline for case depends on the case
 - 7. Compliance Office must also report to Title IX when necessary
 - 8. Compliance training due in April

IV. Meeting Minutes

- a. Motion to accept the December minutes as written by Representative Stelson
- b. Seconded by Representative Reed
- c. Approved with no abstentions

V. Officer Reports

- a. Chair – Ryan Dietrich
 - i. UT System Employee Advisory Council met last week at UTMB in Galveston. Chair Dietrich serves on the Elevating Recognition Committee. Goal is to find commonalities in how system schools recognize staff, compile information, and have a packet on how a university would get started to recognize staff. If the system board approves, then will pass along to CHROs or HR directors at each university. Hopefully finalized by the summer.
 - ii. UTMB rolled out Wambi, like twitter or facebook, employee. Can also roll out customer engagement so that students can submit recognition. Blue Zone -% of over 100-year-old demographics. partnering with City of Galveston to become a blue zone.
 - iii. UTMB's CHRO spoke, emphasis on career tree (not a path). Emphasis on finding the right person for the right job whether they have a high school diploma or not. Reviewing whether high school diploma is needed. They are switching to an experience base. Were assigning hard metrics for Bachelor's degree, master's, or doctorate = years of experience. Very career focused.

- iv. Met with President Weaver. President's Award –no upcoming changes needed. Preparing to get nominees out. Be on lookout for something regarding nominations. Town Hall in late March. Focused on strategic plan. The board is meeting this month to vote on Master plan, strategic plan, and res hall. Encourage you to watch the town hall. Discussed communication channels and how to promote transparency.
- v. NEOED training. Robert's Rules training –25 minutes. Was helpful. Would benefit new representatives.
- b. Chair Elect – Andrew Roybal-Cano
 - i. Upcoming faculty forum – open to the public. Meet about twice a week. Dr. Barkley, sometimes Dr. Weaver.
 - ii. Told Dr. Weaver that he has an open invitation to come speak at Staff Council.
 - iii. New Staff Orientation presentation. UMC presence today to make a video for new staff orientation. During presentation, there was a lot of interest about discounts.
- c. Secretary – Sabrina Delaney
 - i. New format for meeting minutes
- d. Treasurer – Theunis Oliphant
 - i. Nothing to report
- e. Parliamentarian – Heather Catton
 - i. Reminder about attendance and absences. Read bylaws requirement.
 - ii. Requirements for proxies. Executive Committee can assist with finding a proxy.

VI. Committee Reports

- a. Executive Committee
 - i. Chair Dietrich: Discussed upcoming Spring and Summer dates and what to focus on. Chair-Elect Roybal-Cano has lined up some presenters.
 - ii. Surveys will be sent out to get input from representatives.
- b. Nominations & Elections Committee
 - i. Chair Dietrich: the nomination form for President's Award will be sent out soon. You can fill out multiple forms.
- c. Communications Committee
 - i. Representative Lewellan: 20 followers on Staff Council Facebook. Please share with others. Please give the committee any interesting

things happening in your area: awards, projects completed, work anniversaries, or a photograph. An update on the video for HR.

- d. Work/life Committee
 - i. Representative James: Some cold calls about discounts, but think it would be better in-person.
 - ii. Representative Reed: Microsoft form, if we have something in one place for people to submit those.
 - e. Staff Recognition Committee
 - i. Representative Reed: plans for Staff Service Awards ceremony underway. Representative Deckard asked Representative Reed to step in to help. Presenters and recipients were contacted. Expanded the range of presenters. On track to send over pin/pendant requests to President's Office. Retiree outreach started. Meet again this week.
 - 1. April 22, 2-4, STEM atrium
 - f. Bylaws Committee
 - i. Parliamentarian Catton: Reminder about absences. Reach out to Executive Committee if issues finding a proxy. Still working on gathering any changes or edits to the council. If any significant changes, they must go through formal review process. Also, compiling procedures/reference material to help with new officers.
- VII. New Business
- a. December 2025 Graduation – Congratulations Staff Graduates
 - i. Bachelor's Degree: Stevie Campbell, Lupita King-Cleary, Ashlynn Jo Phelps
 - ii. Master's Degree: Mary Christina Foote, Representative Venegas
 - iii. Doctoral Degree: Catie Munguia
 - iv. Requesting a webpage on the Staff Council website to list these.
- VIII. Open Discussion
- a. Spring Presentation Scheduling
 - i. March 17
 - 1. Allison Huffman –SFA HOP youth protection
 - 2. HR NEOED -pending
 - ii. April 14
 - 1. Dr. Jordan Barkley – College realignment and impacts to staff
 - 2. Dr. Kent Willis –Enrollment projections
 - iii. May 12
 - 1. John Branch – Master Plan updates

2. Michael McBroom -University Athletics Rep – Athletics fee & impacts to athletic operations

- iv. June 9 –please send ideas
- v. July 14 –please send ideas
- vi. August 11 –please send ideas
- vii. Please send your ideas for speakers to Staff Council.
- viii. Representative James: after snow day – office of emergency management. Also LEAP program.

b. Agenda Items

c. New Questions or Comments

- i. Discussion about communication and leave during ice storm in January 2026. Pros and cons.

IX. Adjourn

- a. Motion to adjourn by Representative Reed
- b. Seconded by Representative Stelson
- c. Approved with no abstentions
- d. Adjourned 11:41am