

Staff Council Meeting Minutes
Tuesday, March 11, 2025
(ACR 204 and via Microsoft Teams)

1. Call to order and establishment of a quorum

- a. Staff Council Chair, Betsy Helesic, called the meeting to order at 2:03 pm.
- b. **Staff Council Officers present:** Betsy Helesic and Taylor Moore
- c. **Staff Council Representatives present:** Dafne Westerlink, EJ Smith, Amanda Barrera, Jeanne Pinkerton, Dominick Percoco, Michelle Lacey, and Valeria Contreras
 - i. 9 of 13 Officers and Representatives present, quorum established
- d. **Additional Staff Members present:** Morgan Gottlieb, Aurora Lagarde, Cindy Slocumb, Luly Puckett, Danielle Bell, Ana Duenez, Katy Williams, Lonora Hunt, Alicia Davis, Judith Loya, Betse Esparza, Grace Ibarra, Michelle Lancaster, Rachel Gillespie, Chris Lujan, Sarah Sheffield, Anita Banegas, Brooke Guffin, Anthony Quintana, Terrie Salas, Paedric Rayburn, Paula Arrendondo, Valerie McCombs, Heaven Briceno, Chris Hernandez, Angela McGuyer, Giselle Garcia, Samantha Sanchez, Sindy Ortiz, Jazell Diaz, Velma Guerrero, Yuan Zhou, and Tanya Adams
 - i. Total attendance: 42 Staff

2. Approval of the previous meeting's minutes

- a. Correction: Amanda Barrera will join as Representative of Academic Affairs Division
- b. Taylor Moore motions to approve
- c. Amanda Barrera seconds
- d. [Approved unanimously with correction](#)

3. Executive Reports

- a. Chair Report:
 - i. Bylaws committee charge
 - 1. Suggested by ex-officio Chair Katy Williams to update Staff Council bylaws
 - 2. Reinstating bylaws committee to tackle changes
 - 3. Vice Chair Taylor Moore will Chair the committee
 - a. Brooke Guffin and Dani Bell will join committee
 - 4. Committee will review current Staff Council bylaws and look to other institutions' bylaws for guidance
 - 5. Contact Taylor Moore if interested in joining the committee
 - ii. Dropping "Alpine" from organization name to represent entire institution
 - 1. University President Carlos Hernandez advised Council Officers to open Staff Council to Staff from all campuses
 - a. Additional notes from this meeting with President Hernandez are available on the Staff Council website
 - b. Following the President's directive, forces have been joined to form a united Staff Council for Staff from Alpine, Uvalde, Del Rio, and Eagle Pass
 - c. Dominick Percoco suggested organizing physical meeting locations on each of the International campuses for future Staff Council meetings
 - d. Reminder: [EC minutes are posted online](#)

- iii. Update from the March 11 meeting with Vice President for Finance and Operations Bonnie Albright
 - 1. Meeting was pushed back two weeks
 - 2. Reach out with any questions for Bonnie
 - iv. Reminder about recently updated policies in APM (from EC minutes)
 - v. [Ongoing updates from the Chair now posted on Staff Council website](#)
 - b. Vice Chair
 - c. Secretary

4. Committee Reports

5. Old Business

- a. Question regarding [SB 222](#) from Texas State University's Staff Council
 - i. Chair Betsy Helesic responded to Texas State Staff Council to let them know that there was not much campus buzz currently regarding the higher education exclusion
 - ii. Angela McGuyer volunteered to lead an information-gathering task force
- b. Recommendations for [APM 5.28 Remote Work, Telecommuting, and Flexible Work Schedule Policy – Staff and Administrators](#)
 - i. Will discuss recommendations at the next meeting
 - ii. Current policy now is very flexible with no specific communication or schedule requirements

6. New Business

- a. Discussion: Staff Supervisor Performance Evaluations
 - i. Faculty have the option to evaluate their supervisors of part of their annual performance evaluations
 - ii. Currently, some staff within Academic Affairs have the option to evaluate supervisors, but it is not part of the typical staff evaluation process
 - iii. Betse Esparza will be working on updates to staff performance evaluations and is open to input from Staff Council
- b. Discussion: Lobo Alerts
 - i. Recently, Lobo Alerts have not been received by all employees who have opted in to the alerts
 - ii. Historically, Lobo Alerts were sent to everyone on campus regardless of opt-in/out status and were always sent as a text, voicemail, and email
 - iii. Is there a Banner issue with loading new sign-ups?
 - iv. Chief of Police Rickey George and the Ellucian team may have insight on improving receipt of alerts
- c. Discussion: [Anonymous Suggestion](#)
 - i. Someone wrote in to ask about the university policy for lunch and breaks
 - ii. The current policy is not included in the APM, but the university may default to [state labor requirements](#) which does not require breaks
 - iii. Direct supervisors will be able to inform employees of their departments specific break and lunch policies

7. Miscellaneous (comments, announcements, roundtable items, tributes, etc.)

- a. Announcement: Pi Sigma Alpha book club will meet March 12 at 4:00 pm in LH 303

- b. Question: Who keeps an eye on legislative changes that affect universities and university employees?
 - i. Answer: President Hernandez and the university's general counsel
 - ii. Answer: The State of Texas conducts an annual audit to certify Texas universities are complying with current DEI guidelines
- c. Comment: Jeanne Pinkerton will Chair a Staff Appreciation Committee
 - i. Grace Ibarra and Betsy Helesic will join
- d. Announcement: Bar-SR-Bar Staff Awards will return for all to attend this year
 - i. Current date of the event is tentatively set for April
 - ii. Amanda Barrera and Dafne Westerlink volunteer to assist Janice with the planning of the event
- e. Announcement: SR @ MC event will take place April 10
- f. Announcement: SRSU Student Symposium will begin April 10

8. Adjournment

- a. The meeting was adjourned at 3:00 pm.