

Staff Engagement Committee (SEC)

Meeting Agenda

August 27, at 8:30am in Zoom

<https://tamu.zoom.us/j/94998628409?pwd=OEg4eWc3TVU3NmtCZVRlNWtYZmc5dz09>

Meeting ID: 949 9862 8409

Passcode: 411867

1. Welcome and Introductions of guest Julie Pineda
2. Opening Meeting Question? What is one thing you already have to much of but you can't pass it up?
3. Approval of July Minutes
 - a. Corrections to be made to July minutes
5C- CHI St. Joseph
9B- Tuesday instead of Wednesday
 - b. Motion to approve- Darlene Whyte
 - c. Motion 2nd- Tammy Prater
4. Administrative Report- John Crawford, Vice President for Finance & CFO
 - a. A lot of prep has been done to prepare for FY 25 that opens on September 1, 2024.
 - b. Had a good budget process with the new Strategic Budget Committee that the President has put into place. FY 24 was January to May; FY25 will be November to February.
 - c. Student Experience Study and the Capacity Study reports were sent out by the President. Once completed will be implementing some of the things found.
 - d. Question asked if there was ever a chance, they university would decrease the amount of students? Answer, yes there could be a chance, but then you have to plan for drops in revenue.
5. Benefits Report- Stacey Havel, Benefits Services Administrator, HROE
 - a. All open enrollment changes will go into effect September 1st.
 - b. If you participate in the FSA from FY24 funds have to be used by November 15th.
 - c. Vision from \$150.00 for glasses to \$200.00 for glasses. A new vision card should be coming in the mail.
6. University Staff Council Report, Katherine McLelland or Gloria Brecht
 - a. Kat will be taking over as Chair on September 1st.
 - b. New members retreat is this Friday, August 30th and set new goals for the new fiscal year.

- c. Monthly meetings are open to all staff. Meetings are held on the 3rd Tuesday of the month at the GSC. More details on their website at staff.tamu.edu.
- 7. Old Business
 - a. N/A
- 8. New Business
 - a. Updates from sub-committees
 - i. Vote on by-laws
 - 1. Motion to approve- Tamra Ray
 - 2. Motion 2nd- Jamie Crenshaw
 - ii. Tamra- current subcommittee members
 - 1.
 - iii. Staff Appreciation- Darlene Whyte
 - 1. Food and beverage deposits have been paid for the Keys to Excellence Awards.
 - 2. Nominations for the Keys to Excellence due by August 30th.
 - 3. Committee will be discussing moving the awards ceremony from October to possibly November to allow employees that work on year end to have time to nominate.
 - iv. Staff Development- Rebecca Spangler
 - 1. November 11th or 12th event for a ½ staff development planned. Will be with Dr. Jeff Marsee. The cost with his travel is \$3000.00.
 - v. Onboarding- Clayton Holle
 - 1. Have met with John a couple of times. Putting the final pieces together. Looking to roll out on January 1, 2025.
 - 2. This process will be handled by the hiring manager in the Division of Finance and Business Services, after HR has completed their onboarding process.
- 9. Closing Discussion
 - a. Announcements- Rebecca Spangler's last meeting
 - b. Next SEC Meeting, Tuesday, September 24, 2024, at 8:30am.
- 10. Adjourn
 - a. Motion to adjourn- Tamra Ray
 - b. Motion 2nd- Darlene Whyte

Important Dates:

September 2, 2024	Labor Day Holiday
September 4, 2024	Division Town Hall, Rudder Theatre Complex
October 22, 2024	Division Keys to Excellence Awards Ceremony, Rudder Theatre Complex
December 17, 2024	Division Holiday Party, at Big Shots