



TAMIU
STAFF SENATE
Staff Senate Meeting Minutes
Tuesday, January 13, 2016 at 10:00 a.m.
STC 231

Attendance: Adrian Dominguez, Kristina Valenciano, Julie Barrera, Aracely Hernandez, Jose G. Hernandez, Amanda Ruthman, Yelitza Howard, Aide Flores, Amy Sandoval, Alejandro Martinez Jr., Sylvia Barrera, Josie Valle, Miguel A Valdez, Gloria Sanchez, Andrea Garza, Teresa Renn, Manuel Flores, Lorenzo Rodriguez, Martha Laura Medina, Joan Davis, Jonathan Serna, Beverly Garza, and Cristina Aguilar.

Executive Board: Robert Garza, San Juanita Perez, Araceli Sandoval, and Yezmin Salazar.

I. Welcome

Robert Garza called the meeting to order at 10:04 a.m.

He welcomed new attendees: Amanda Ruthman, Athletics Department; Andrea Garza, Office of Student Conduct and Community Engagement; Miguel Valdez, Career Services and Christina Aguilar, Office of Student Counseling & Disabilities Services.

II. Minutes (Review and Approval)

Minutes were reviewed and approved by Teresa Renn and Sylvia Barrera.

III. Treasurer's Report

Robert Garza reported a balance of \$2,572.

IV. TAMIU News

A. Rec Center

The center will reopen on 1/13/16. Hours of operation and fitness schedule will be posted on website. Beginning January 16th hours of operations are 6:00 am to 11:00 pm. <http://www.tamiu.edu/recsports/>

B. Fitness Demos

Short fitness demos will be available on January 26 & 27 starting at 5:30 pm to 7:00 pm.

C. New Academic Building

San Juanita reported that legislature approved 62 million for a new academic building. Ground breaking is planned for 2017.

D. Sports Complex

The City of Laredo and TAMIU are under negotiations for sports complex at TAMIU.

E. New Online Degrees at TAMIU

Lorenzo Rodriguez commented that he read on newspapers of new online degrees being offered. He suggested to staff senate to invite Dr. Keck, Dr. Arenaz or Dr. Lindberg to announce new initiatives and/or programs to staff.

F. TAMIU Recognized as Safest Institution

Adrian Dominguez announced that TAMIU is ranked 22, the highest among Texas A&M University System campuses (2016 Safest College Campus by Niche). He added that TAMIU was ranked #1 amongst the regionals (excluding College Station).

G. Mr. & Ms. TAMIU

Applications for Mr. & Ms. TAMIU are being accepted. Please encourage your student employees to apply.

I. Orientation Leader Program

The program is accepting applications until the end of month via CollegiateLink.

J. Spirit Week Door Contest

To view contest rules/regulations and submit application for your office to participate visit: <https://tamiu.collegiatelink.net/form/start/58693> Application deadline is 2/1/16 @ 5 pm.

K. Resolutions Week will be held January 26 thru 28, 2016

L. Spirit Week will be observed February 12 & 13, 2016

The funds raised by the Vagina Monologues play will benefit SCAN SASI and Casa de Misericordia.

M. Rec Center Pass

Coach Barrera reminded attendees that a week Rec Center pass is available thru HR.

N. STCE's COMIC CON at TAMIU

January 30th & 31st, 2016 at Student Center

O. TAMIU Early Voting Site

February 16 – 26, 2016, for more info contact the Office of Community Relations and Special Events.

P. Basketball

Amanda Ruthman provided men's and women's basketball schedules. Both TAMIU teams will play against St. Mary's on January 21st. The team will play against New Mann University on January 28. She encouraged to attend the game an activity is being planned during half time for faculty and staff to participate. Also, toiletry items will be collected during this game.

Q. Neptune Radio at Rec Center

Coach Barrera encouraged attendees to send announcements they would like to broadcast. Please provide details of event with at least 3 weeks in advance. A custom announcement is created and played at Rec Center radio station.

V. Professional Enrichment & Development (PED)

Adrian Dominguez, Safety Risk/Manager, "Ergonomics"

The goal is to reduce stress, eliminate injuries and disorders associated with overuse of muscles, bad posture, and repeated tasks. Having a good ergonomically workstation improves overall health, increases productivity and increases safety. If you would like for Mr. Dominguez to assess your workstation, please contact him via email at adrian.dominguez@tamiu.edu or at extension 2756.

VI. Open Floor

A. Relay for Life

Laura Medina is recruiting members for Team TAMIU. Event is April 22 & 23.

B. TAMIU Alumni Association Meeting

Yelitza Howard announced meeting that will be held on Jan. 26 at 6:30 pm, KLM 102 (next to Starbucks).

C. TIAA CREF Financial Services

Araceli Sandoval, HR, announced the visit of representatives from TIAA CREF. Reps will be available on January 19th & 20th please schedule appointment.

D. Employee Assistance Program (EAP) – DeerOaks

Services are available to TAMIU employees and provides support in many areas including: Counseling, Work/life balance, Substance abuse services, Legal information, Personal/professional advice, and Financial and health/wellness services. If you would like to contact them, please reach them at 888.993.7650 or www.deeroaks.com.

E. 1095 Acknowledgement ask Araceli

Araceli Sandoval reminded employees to verify email address in HRConnect(SSO) in order to receive 1095-C electronically.

F. Annual Employee Evaluations (PeopleAdmin 7 – PA7)

HR reminds supervisors that employee's performance action plan acknowledgment is due. Annual evaluation window opens February 1st; the new system requires employees to complete a self-evaluation. HR will distribute more information, please contact HR office for assistance at ext. 2360.

G. Wellness Fair

Employees are encouraged to attend annual Wellness Fair on February 23rd at SCT Ballroom.

VII. Door Prize Winners

Araceli Sandoval, Adrian Dominguez, Julie Barrera, Jose G Hernandez, Amanda Ruthman, Yelitza Howard, Aide Flores, Alejandro Martinez Jr., Sylvia Barrera, Josie Valle, Miguel A Valdez, Gloria Sanchez, Teresa Renn, Manuel Flores, Martha Laura Medina, Jonathan Serna, Beverly Garza, and Cristina Aguilar.

VIII. Adjournment

Meeting was adjourned at 11:05 a.m. by Yelitza Howard and Alex Martinez.

TAMIU STAFF SENATE



Staff Senate Meeting Minutes
February 9, 2016
STC 231

Attendance: Merari Teran, Melissa Dominguez, Raquel Urrutia, Kristina Valenciano, Edlin Roldan, Yelitza Howard, Martha Laura Medina, Christian Barraza, Sylvia Quinn, Jessica Perez, Andrea Garza, Gloria Sanchez, Michael Gonzalez, Christine Cortez, Brenda Soltero, Lorenzo Rodriguez, Amanda Ruthman, Beverly Garza, Cristina Aguilar and Joan Davis.

Executive Board: San Juanita Perez and Anna Buentello

I. Welcome

San Juanita called the meeting to order at 10:04 am.

II. Minutes (Review and Approval)

Minutes were review and approved by Yelitza Howard and Andrea Garza.

III. Treasurer's Report

San Juanita reported a balance, in lieu of Patsy, of \$2,623.

IV. TAMIU News

- February 12, Green Dot training for faculty and staff. Andrea Garza, from the Office of Student Conduct and Community Engagement, says it helps in risky situations. This session is opened to staff and students. April 22 will be the next one and Andrea will send an email to the link for registration.
- February 16, is the 20th class day. All tuition and fees must be paid in full to avoid being dropped for non-payment.
- February 19, Faculty and Staff Safe Zone Workshop/Training. This training is to become an ally for the LGBTQ community. Trainings are held once a month. You can email Teresa Renn for registration or follow the link on UConnect. Students can also participate but there is different sessions for them.
- February 29-4, are the Spring Break Revolution events that are held for safety for students during Spring Break. Housing hosts a Spring Break party and it is opened to all students. Spring Break holidays for staff is March 10-11.
- A&M System has passed a policy about hoverboards. They are not allowed on campus. Skateboards are also not allowed. San Juanita explained that anything that doesn't have a "break" is not allowed. Bikes, golf carts, etc. are allowed because they have an actual break. This policy is also on the TAMIU Student Handbook.

V. Presentation (Discover TAMIU 2016)

Miguel Treviño explained Discover TAMIU is beyond just an open house. It is modeled by University of Texas event. 2015 was the first annual and it was a successful event. This year the event will be outside however, in case of inclement weather, plan b is to move indoors the way it was last year.

The event will be on March 19 from 11-4pm. Last year, more than 1500 prospective students were in attendance. Activities will be held all day, by all departments, for all age groups. Emails have been sent to register for the event. Departments can do the same event from last year.

Discover TAMIU's website is up and running and 300 prospective students have confirmed their attendance. The goal is to have over 100 activities, last year we had 95. Miguel showed the event video from last year (Discover TAMIU on YouTube).

Event is separated in 5 different pathways; artistic avenue, scientific journey, business boulevard, international u and spirited speedway. Activities are also separated by age groups and they will be color coordinated on the campus map.

Goal is to expose prospective students to TAMIU. Many people may have never been on campus before so it is a great way to showcase what TAMIU has to offer to the community.

VI. Open Floor

- Recruiting members for Relay for Life for Team TAMIU. Let Martha Laura Medina know if you want to join.
- Alumni Association will be having a silent auction at the basketball game this Saturday. Admission for all alumni will be free. All major credit cards will be accepted for the auction items. This game will also be the Dig Pink game where funds are raised for Breast Cancer Awareness.
- Homecoming basketball game will be on Thursday, February 11. Mr. and Ms. TAMIU will be announced at the end of the game. Winner for the door decorating contest will also be announced. Replica jerseys will be given for free to all kids.
- FOSS will be hosting a presentation of "When Animals Attack". It will be on Wednesday, February 10 at 2pm in STC 120.
- Healthy U Health Fair will be on February 23 from 9-12pm at the Student Center Ballroom.
- Supervisors may have issues with annual evaluations. If you have any questions, please call Melissa Dominguez at HR.
- Rec Sports will be having their "Women on Weights" training Mondays and Wednesdays. This training is to help with all cardio and weight machines. Wednesday, February 10 will be the last day to join.
- Early voting will be at the STC Rotunda and Election Day on March 1 will also be hosted on campus.
- SGA Officer Elections will be opened soon. The only requirement is minimum GPA of 2.75.
- Staff Senate Book Scholarship is now opened. The link is on the Staff Senate website and the deadline is February 23. Recipient(s) will be announced in the March meeting.
- Vagina Monologues on Valentine's Day weekend. Friday will be in English and Saturday will be in Spanish. Tickets are sold at the Bursar's Office and they are \$10 on pre-sale and \$15 at the door. Half of the funds goes to Casa Misericordia. All presenters are of different ages. San Juanita explained that it is the ideal girl's night out and it may be graphic in nature so no children are allowed.
- Romance under the Stars at the Planetarium will also be this Valentine's Day weekend. The ticket includes chocolate, alcoholic beverages and hors d'oeuvres.

VII. Door Prizes

Beverly Garza, Gloria Sanchez, Amanda Ruthman, Melissa Dominguez and Raquel Urrutia.

VIII. Adjournment

San Juanita announced that next Staff Senate meeting will be on the 3rd Tuesday of March because of Spring Break. Meeting was adjourned at 11:05 by Martha Laura Medina and Yelitza Howard.

TAMIU STAFF SENATE

Staff Senate Meeting Minutes

March 15, 2016

STC 230

Attendance: Martha Laura Medina, Merari Teran, Melissa Dominguez, Eduardo Garza, Yelitza Howard, Jose Moreno III, Michael Gonzalez, Lorissa Cortez, Edlin Roldan, Lorenzo Rodriguez, Mary Trevino, Andria Hernandez, Rosa Santos, Susie Jangada, Ben Sabin, Christian Barraza, Phylis Zimmerman, Gloria Sanchez, Araceli Sandoval.

Executive Board: Roberto Garza, San Juanita Perez, Patricia Lopez and Anna Buentello.

I. **Welcome**

Robert called the meeting to order at 10:05 am. He welcomes employees that were attending for the first time.

II. **Minutes (Review and Approval)**

Minutes were reviewed and approved by Michael Gonzalez and Martha Laura Medina.

III. **Treasurer's Report**

Patricia Lopez reported \$2,452 in the Staff Senate account.

IV. **TAMIU News**

- Discover TAMIU is this Saturday, March 19. Robert mentioned greeters are needed, if anyone is interested they can email Miguel Trevino. There is an inclement weather plan if needed.
- Title IV, funds scholarships, grants, loans and work-study. Robert mentioned work-study employees should not work during class time. Auditors can check when they worked and if they worked during class time, University and/or department can be fined.

V. **Presentation; TAMIU Yesterday and Today, Mary T. Trevino**

- Mary spoke about how she started at TAMIU and about the options there was in Laredo. Laredo residents either went out of town or what is now Laredo Community College, Laredo Junior College (LJC).
- Texas Higher Education did not want to open an institution of higher education in South Texas.
- The Beginning, Dr. Billy Cowart, started with faculty and student recruitment and development of degree plans.
- Mary spoke about the very first faculty and how they influenced her.
- Texas A&I University (upper level campus) had open enrollment in Fall 1970 with 286 students. Dr. Billy Cowart was named president of the institution. After that, there was faculty growth and student enrollment increased. First graduation was May 1972 with 75 graduates.
- She explained the many issues and challenges that Texas A&I had. They were threatened with funding cuts. Since they were growing and they were still at LJC, they received funding for a new building, University Hall. International trade program attracted students from different countries.
- In 1989, Laredo State University merged with the A&M System for support to a four-year campus. With funding from the state, 12 baccalaureate and 14 masters programs were created.
- In 1993, TAMIU and expansion to 4 years as part of Senate Bill 6. They needed to move to a different campus. Texas Higher Education Coordinating Board said they needed 200 acres for a campus so, Killam donated 300.

- In 1994, was when change and expansion happened. She spoke about the mascot selection and it was announced in December 1994. She showed different pictures of the construction of the Killam Library.
- Spring 1995, there was a bill move to change from A&M System to UT System but did not go through.
- Enrollment increased throughout the years but in Fall 2015 there was a decrease due to the UISD dual enrollment program switching to LCC. Since 2007, TAMIU has awarded more than 1,000 degrees!

VI. Book Scholarship Recipients

- Congratulations to Phylis Zimmerman from OIT and Lorissa Cortez from the Office of Admissions.

VII. Announcements/Open Floor

- Celebration of Life, event to honor students, faculty, retirees and/or staff that have passed away within the last year, will be held on April 5 in the Recital Hall at 6:30pm.
- Alumni Association meeting will be held on March 23 at 6:30pm in the De La Chica room (next to Starbucks). Alumni is strongly encouraged to attend.
- OIT Photo Challenge is ongoing to help promote OIT services (flyers provided).
- Relay for Life is still recruiting members for Team TAMIU. If interested, please contact Martha Laura Medina. Relay for Life will be on April 22.
- FOSS presentations are on the TAMIU's Calendar of Events.
- March 28-29, LinkedIn Workshop with Career Services and it is open to all students and alumni.
- CAB, OIT and the City of Laredo will be hosting "Movies at the Park" on Friday.
- Safe Zone workshop for students on Friday. Staff training in April. If interested, please contact Teresa Renn.
- Summer camp registration is ongoing with the Office of Continuing Education.

VIII. Door Prizes

Andria Hernandez, Patricia Lopez, Merari Teran, Christian Barraza, Yelitza Howard, Lorissa Cortez, Anna Buentello, Edlin Roldan, Melissa Dominguez, Jose Moreno, Eduardo Garza, Martha Laura Medina and Michael Gonzalez.

IX. Adjournment

Meeting was adjourned at 11:24 by Lorenzo Rodriguez and Michael Gonzalez.

TAMIU STAFF SENATE

Staff Senate Meeting Minutes

April 12, 2016

STC 225

Attendance: Araceli Sandoval, Kristina Valenciano, Kimberly Thomas, Yelitza Howard, Gloria Sanchez, Christian Barraza, Martha Laura Medina, Beverly Garza, Cristina Aguilar, Miguel Valdez, Lorenzo Rodriguez, Joan Davis, Tim Fairhead, Amanda Ruthman, Julie Barrera, Michael Gonzalez, Aracely Hernandez and Rosabel Ramos

Executive Board: Roberto Garza, San Juanita Perez, Patricia Lopez, Mayra Hernandez, Lucia Maldonado and Anna Buentello.

I. **Welcome**

Robert called the meeting to order at 10:01 am. He welcomed Tim Fairhead from the Athletics Department that was attending Staff Senate for the first time.

II. **Minutes (Review and Approval)**

Minutes were reviewed and approved with minor corrections by Mayra Hernandez and Yelitza Howard.

III. **Treasurer's Report**

Patricia Lopez reported \$2,452 in the Staff Senate account.

IV. **TAMIU News**

- Robert announced the fundraising partnership with Staff Senate and the TAMIU Alumni Association. He encouraged all members to sign up to sell tickets. Monies raised will be split evenly between Staff Senate and Alumni Association. Tickets can be sold to anyone, not exclusively to TAMIU employees like previous years.
- Thursday, April 14 is the last day to drop from the University.
- April 19-20, the Office of Career Services will be hosting school district career fair. The resume workshop will be on April 19 and it is open to the public.

V. **Presentation; Sexual Assault Awareness, Rosabel Ramos (Office of Student Counseling and Disability Services)**

- Rosabel explained the definition of sexual assault, also known as rape. Sexual assault or rape is any form of penetration without consent. Sexual abuse is no penetration without consent.
- Rosabel described the common responses of sexual assault. She said everyone responds differently.
- Survivors usually go through many phases after assault. It changes their life completely. Survivors usually go through denial or they'll suppress feelings and try to forget what happened.
- Healing process is different for everyone and may vary in duration.
- She explained on different ways to help survivors. First, let them talk, listen and be accepting about what happened.
- For more information, stop by the Office of Student Counseling and Disability Services.
- San Juanita mentioned that our duty as employees of the University, if we speak to survivors, we must report it. We are responsible to report any situation because of Title IX. We are not in the position to be counselors but we can refer them to Student Counseling.

VI. **Announcements/Open Floor**

- TAMIU Enrichment Day (TED) will be on May 26 at 9am. Everyone must register online through TrainTraq. This day is also the first day of the Summer schedule, in which the University will be open Monday through Thursday from 8am-6pm and Fridays from 8am-12pm.
- Healthy U 5K is on April 30.
- Mariachi Festival will be on April 9. Tickets are sold online through Ticketmaster.
- Ring Ceremony will be on May 10 in front of the fountain. You must RSVP with Yelitza Howard.
- Athletics will have several events. Calendar of events on their website at www.godustdevils.com.

VII. Door Prizes

Christian Barraza, Amanda Ruthman, Patricia Lopez, Yelitza Howard, Tim Fairhead and Rosabel Ramos.

VIII. Adjournment

Meeting was adjourned at 10:49 by Mayra Hernandez and Martha Laura Medina.

TAMIU STAFF SENATE



Staff Senate Meeting Minutes May 12, 2016

Attendance: Christian Garcia, Eric Gonzalez, Joe Ramirez, Martha Laura Medina, Teresa Renn, Amanda Ruthman, Tim Fairhead, Merari Teran, Juanita Villagran, Jose Moreno, Kristina Valenciano and Lorenzo Rodriguez.

Executive Board: Roberto Garza, San Juanita Perez, Lucia Maldonado and Anna Buentello.

I. **Welcome**

Robert called the meeting to order at 10:02 am. He welcomed employees that were attending for the first time.

II. **Minutes (Review and Approval)**

Minutes were reviewed and approved by Martha Laura Medina and Eric Gonzalez.

III. **Presentation; The Healthy You, Linda Villarreal**

- Ms. Villarreal started her presentation with asking, "Why do you have a job?"
- She mentioned that without health, we cannot do anything (same as a job).
- The leading cause of death in the United States is heart disease and only 16% is caused by genetic factors.
- She went over all the different roles that affect our wellness and mentioned 7/10 people are overweight
- She stressed the importance of cardio, weight lifting and flexibility exercises.
- Ms. Villarreal explained how everyone's plate should look like, using www.choosemyplate.org
- She explained the importance of sleep because lack of sleep can lead to weight gain.
- The 3 components of goal setting; and why they should lead to something emotional.

IV. **Treasurer's Report**

San Juanita reported in lieu of Patricia Lopez, \$1,461 in the Staff Senate account.

V. **TAMIU News**

- Giveaway tickets are still available with San Juanita and May 25 will be the drawing at the Alumni Association meeting
- Spring Commencement will be on Friday, May 20 at 8:30, 12:30 and 3:30
- HR reminded everyone to sign up for TED using the TrainTraQ through SSO. Also, annual physicals should be done before June 30

VI. **Announcements/Open Floor**

- Athletics and Rec Sports announced their different Summer camps; rec sports offers discounts for staff, faculty and alumni.

VII. **Door Prizes**

Jose Moreno, Jose Ramirez, Tim Fairhead, Martha Laura Medina, Anna Buentello, Amanda Ruthman, Merari Teran, and Lucy Maldonado.

VIII. **Adjournment**

Meeting was adjourned at 11:00 by Robert Garza and Lucy Maldonado.

TAMIU STAFF SENATE



Staff Senate Meeting Minutes June 14, 2016

Attendance: Teresa Renn, Christian Garcia, Eduardo Garza, Melissa Dominguez, Yelitza Howard, Martha Laura Medina, Merari Teran, Juanita Villagran, Laura Guerrero, Lorenzo Rodriguez, Christian Barraza and Julie Barrera.

Executive Board: Roberto Garza, San Juanita Perez, Mayra Hernandez, Yezmin Salazar and Anna Buentello.

I. **Welcome**

Robert called the meeting to order at 10:08 am. He welcomed employees that were attending for the first time.

II. **Minutes (Review and Approval)**

Minutes were reviewed and approved with minor corrections by Mayra Hernandez and Martha Laura Medina.

III. **Treasurer's Report**

San Juanita reported in lieu of Patricia Lopez, \$2,666 in the Staff Senate account.

IV. **TAMIU News**

- Robert announced winners of the TAMIU Alumni and Staff Senate Giveaway.
- There will be an Alumni Association Bowl-a-Thon on June 23 at 5:30pm \$125 per team.
- Reminder that June 30 is the deadline for the TAMIU Leadership Experience and for the annual physical exam.
- Call for Staff Senate Nominations for 2016-2017. Email our parliamentarian, Mayra Hernandez, to nominate.
- University President Search Sessions will be held today. Everyone is encouraged to attend.

V. **Presentation; TAMIU Safe Zone, Teresa Renn**

- Ms. Renn started her presentation explaining what Safe Zone is. She mentioned the training is to become more aware, active and allied to concerns of the LGBTQ population.
- LGBTQ is an acronym meant to encompass the diversity of sexualities and genders.
- June 16 at 8:30, Candlelight Vigil for Orlando Victims.

VI. **Announcements/Open Floor**

- HR announced open enrollment is in July. No action needed if no changes.
- Planetarium will have different showings throughout the Summer. They are working on showing Jurassic World. If anyone has ideas on how to promote attendance, please let Ms. Laura Guerrero know!
- Updates on Rec expansion.
- Library is open regular hours.

VII. **Door Prizes**

Christian Garcia, Julie Barrera, San Juanita Perez, Juanita Villagran, Yelitza Howard, Christian Barraza, Lorenzo Rodriguez and Anna Buentello.

VIII. **Adjournment**

Meeting was adjourned at 11:00.

TAMIU STAFF SENATE

Staff Senate Meeting Minutes July 13, 2016

Attendance: Teresa Renn, Kristina Valenciano, Christian Garcia, Alejandro Rendon, Sandra Jimenez, Lauren Jones, Tim Fairhead, Amanda Ruthman, Claudia Herrera, Laura Guerrero, Martha Laura Medina, Margaret Gonzalez, Ruby Rodriguez, Yelitza Howard, Michael Gonzalez, Albert Chavez, Christin Barraza, Rosa Santos, Andria Hernandez, Julie Barrera, Sylvia Quinn, Jazmin Gibeaut, Stephanie Hernandez, Elizabeth Mata and Lisa Paul.

Executive Board: Roberto Garza, Lucy Maldonado, Patsy Lopez and Anna Buentello.

I. Welcome

Robert called the meeting to order at 10:33 am. He welcomed employees that were attending for the first time.

II. Minutes (Review and Approval)

Minutes were reviewed and approved by Martha Laura Medina and Sandra Jimenez.

III. Treasurer's Report

Patsy reported \$2,666 in the Staff Senate account.

IV. TAMIU News

- Robert mentioned TAMIU has been receiving lots of new visitors because of new game "Pokémon Go". He mentioned PD encourages visitors on campus however, be aware of all surroundings especially wildlife. They also ask that there are no disruptions to Summer courses.

V. Presentation; Sandra Jimenez- HR, Open Enrollment and Leadership Experience

- Sandy went over step-by-step instructions for annual enrollment.
- She mentioned the health insurance decreased in price.
- She showed how to check from wellness initiative to make sure it says, "Yes" if you had your annual wellness check-up. If you did have your annual check-up and it says, "No", please contact BCBS.
- Annual enrollment closes July 31.
- Leadership Experience deadline has been extended to July 15.
 - o Robert spoke about his experience in this program.

VI. Presentation; Lisa Paul and Lauren Jones- Compliance Office

- Lisa Paul spoke about the most recent Dear Colleague Letter from the Department of Education.
- DOE sends letters about new regulations that all Universities must adhere to. This most recent letter spoke about transgender compliance.
- Federal government describes gender identity as "sex" for Title IX purposes. She explained that transgender students will use facilities according to the sex they identify with.
- Ms. Paul went over the different terminology included in the letter.
- All public schools must adhere to new regulations.
- She stressed not to distinguish transgender students (i.e. male, female, transgender)
- TAMUS Policy and Procedure includes no discrimination to sexual orientation or gender identity
- Lauren went over her background. She has been working with Teresa Renn and Athletics to develop different programs about Title IX.

VII. Announcements/Open Floor

- Annual Enrollment meetings will be held July 26 in ZSC 101 at 9am and 2pm.
- Balfour (class rings) will be in the Office for Institutional Advancement on July 20. Full-time employees receive a 30% discount.
- Jurassic World in the Planetarium has been postponed till September. However, they will have a telescope event August 11.
- Event Services and Registrars are working on new program for room reservations. Kristina mentioned not to use EMS anymore and email to events@tamiu.edu instead.
- Student organizations are encouraged to partner with Athletics to be promoted during sporting events. They can contact the Office of Sports Promotions for details.
- The Rec expansion is still underway. It will be fully functional mid-Fall semester.

VIII. Door Prizes

- Claudia Herrera, Sandra Jimenez, Christian Barraza, Ruby Rodriguez, Lucy Maldonado, Michael Gonzalez, Elizabeth Mata, Margaret Gonzalez, Rosa Santos, Yelitza Howard and Amanda Ruthman.

IX. Adjournment

Meeting was adjourned at 11:30 by Laura Guerrero and Yelitza Howard.

TAMIU STAFF SENATE



Staff Senate Meeting Minutes August 11, 2016

Attendance: Martha Laura Medina, Araceli Sandoval, Melissa Dominguez, Karla Lozano, Gloria Sanchez, Yelitza Howard, Andrea Garza, Ruby Rodriguez, Rosabel Ramos, Nohemi Villalobos, Lorenzo Rodriguez, Kristina Valenciano, Enrique Botello, Lauren Jones, Claudia Herrera, Michael Gonzalez, Leticia Valle, Christin Garcia.

Executive Board: Roberto Garza, Yezmin Salazar, San Juanita Perez, Mayra Hernandez, Lucy Maldonado and Anna Buentello.

I. **Welcome**

Robert called the meeting to order at 10:11 am. He welcomed employees that were attending for the first time.

II. **Minutes (Review and Approval)**

Minutes were reviewed and approved with corrections by Yelitza Howard and Yezmin Salazar.

III. **Treasurer's Report**

San Juanita reported \$2,446 in the Staff Senate account.

IV. **Presentation; Trevor Liddle, Campus Carry**

- Trevor started by mentioning the places on campus that are off limits for campus carry called controlled areas.
- Mr. Liddle explained why those areas will be controlled areas or "off limits for concealed guns"
- The Rec Center, Student Health and Student Counseling Services will be controlled and will have signs indicating such areas.
- Rules; Keep it Concealed!, no one has the right to ask for the concealed handgun license except UPD.
- This law covers handguns only.

V. **Staff Senate Officers 2016-2017**

- New officers were sworn in.
- President-Elect, Teresa Renn
- Vice President for Admin Staff, Michael Gonzalez
- Vice President for Support Staff, Anna Buentello
- Treasurer, Martha Laura Medina
- Secretary, Melissa Dominguez
- Parliamentarian, Gloria Sanchez

VI. **Announcements/Open Floor**

- Be aware of back to school traffic especially the closure of Clark and Loop 20
- Office of SCCE is having a school supplies drive, you can donate and drop them off in STC 226
- Meteor shower tonight at the Planetarium from 10pm-2am
- TAMIU Alumni will be having their monthly meeting at Siete Banderas on August 24 at 6:30pm
- Rec Sports expansion should be ready late Fall semester

VII. **Door Prizes**

- Lorenzo Rodriguez, Claudia Herrera, Yelitza Howard, Andrea Garza, Lucy Maldonado, Martha Laura Medina, Kristina Valenciano and Yezmin Salazar.

VIII. Adjournment

Meeting was adjourned at 11:05 by Mayra Hernandez and Yelitza Howard.

TAMIU STAFF SENATE



Staff Senate Meeting Minutes Tuesday, September 8, 2015 at 10:00 a.m. STC 231

Attendance: Fructuoso San Miguel, Sergio Moreno, Becky Garza, Sylvia Praesel, Kimberly Thomas, Claudia Herrera, Laura Guerrero, Hilda Dennis, Lorenzo Rodriguez, Albert Chavez, Ariana Aguillon, Julie Barrera, Edlin Roldan and Sylvia Herrera.

Executive Board: Robert Garza, San Juanita Perez, Patsy Lopez, Mayra Hernandez, Araceli Sandoval, and Yezmin Salazar.

I. Welcome

Robert Garza called the meeting to order at 10:06 a.m.

II. Minutes (Review and Approval)

Minutes were reviewed and approved by Patsy Lopez and Mayra Hernandez.

III. Treasurer's Report

Patsy Lopez reported a balance of \$4,402.00

IV. Installation of New Staff Senate Secretary

Mayra Hernandez, Parliamentarian, installed Anna Buentello as Staff Senate Secretary.

V. TAMIU News

A. Book scholarship

Applicant must be full-time benefits eligible employee. Reimburse up to \$250.

Deadline to apply is October 2, 2015.

B. Reminder to Update Website

Noel Levitz Inc., higher education consulting services for enrollment and student success, assessed/analyzed the University's website. Some of the recommendations were to make sure the website to have current information and to use as a recruitment tool rather than an intranet. A web advisory committee was created. For assistance, contact Rory King at the Office of Public Relations.

C. Campus Safety Week

September 8-10, 2015 is TAMIU's first ever Campus Safety Week, an event sponsored by the Office of Student Affairs to raise awareness and educate students, faculty, administrators, and staff of the many services and programs available at TAMIU related to safety in general.

All employees are invited and encouraged to attend the Campus Safety Week Information Fair on Wednesday, September 9, 2015 from 11:00am to 1:30 p.m. in the Student Center Rotunda (1st floor).

VI. House Bill 11 Presentation by Chief San Miguel

Senate Bill 11 authorizes a handgun license holder to carry a concealed handgun on the campus of an institution of higher education, subject to an institution's rules. Mr. Castillo is the chair for the task force. San Juanita Perez and James Bonnette are representing staff senate. The task force will draft rules, regulations and requirements. TAMUS has instructed institutions to consult with students, faculty, and staff to determine potential locations where concealed handguns may be prohibited (e.g. sporting events, and meetings). Many have concerns about this bill and Chief San Miguel explained that

additional information will be disseminated as it becomes available. February 1, 2016 is the deadline to submit our University rule to TAMUS. University rules for campus carry will go into effect on August 1, 2016.

VII. Open Floor

A. Voya Retirement/Financial

A representative from Voya Financial will be available on 9/8/15 until 2:00 p.m.

B. TRS Meetings

The HR office is planning TRS meetings for the end of October. Information will be posted on Uconnect.

C. Wellness Wednesday

Employees are encourage to attend sessions.

D. Walking Club

Araceli Sandoval reminded staff to join walking club. At this time, the group has not meet due to weather.

E. Annual Employee Evaluations (PA7)

Annual employee evaluations training sessions are planned for the fall semester. The new system, PA7 (PeopleAdmin 7) will be used to conduct annual employee evaluations. HR plans to provide trainings at the end of September.

F. Planetarium Shows

Planetarium projectors have been upgraded to 4K quality. Visit their website for show listing.

<http://www.tamtu.edu/planetarium>

G. Friday Socials

Friday Socials are coordinated by the office of VPIA. These social events are only for faculty and administrators.

H. Fitness Schedule

Fall rec sports and fitness schedule available at <http://www.tamtu.edu/recsports/>

VIII. Door Prize Winners

Hilda Dennis, Claudia Herrera, Albert Chavez, Becky Garza and Kimberly Thomas.

IX. Next Meeting

Tuesday, October 13, 2015 at 10:00 a.m., location TBA

X. Adjournment

Meeting was adjourned at 11:05 a.m., Sylvia Praesel motioned and Hilda Dennis seconded.

TAMIU STAFF SENATE



Staff Senate Meeting Minutes
October 13, 2015 at 10:00 a.m.
STC 231

Attendance: Yelitza Howard, Michael Gonzalez, Araceli Sandoval, Nicole Romanos, Ruby Rodriguez, Rosa Santos, Aide Flores, Edlin Roldan, Cindy Solano, Julie Barrera, Ariana Aguillon, Marina Hinojosa, Martha Laura Medina, Laura Guerrero, Hilda Dennis, Jesse Gonzalez, Albert Chavez, Lorenzo Rodriguez, Kristina Valenciano and Enrique Botello.

Executive Board: Robert Garza, San Juanita Perez, Mayra Hernandez, Lucia Maldonado, Yezmin Salazar and Anna Buentello

I. Welcome

Robert Garza called the meeting to order at 10:05 a.m.

II. Minutes (Review and Approval)

Araceli Sandoval had a correction on the minutes.

Minutes were reviewed and approved after correction by Laura Guerrero and Martha Laura Medina.

III. Future Students website; www.tamiau.edu/prospect

Robert introduced a new website for prospective students. It has been made to be user-friendly and has easy links to all information future students need like; admissions, financial aid, check status on application, etc. All social media is also available and linked to this page for more “follows” or “likes”. You can access this website by going directly or going to our regular website, www.tamiau.edu and clicking “Future Students”.

IV. Treasurer’s Report

Robert Garza reported the Treasurer’s Report as per Patsy Lopez of \$4,402.00.

V. Book Scholarship

Robert announced that all four applicants would receive a scholarship in the amount of \$60. Recipients are; Jose Cuevas, Hilda Dennis, Marina Hinojosa and Cindy Solano.

VI. TAMIU News

A. October, Domestic Violence Awareness month

- San Juanita spoke about the #PutTheNailInIt, a national campaign to raise awareness for domestic violence. Student Affairs held an event where they had purple nail polish available and painted faculty, students and staff’s ring fingernail purple. She also spoke about wearing purple on Thursdays to also bring awareness.

B. October 14, Breast Cancer Awareness luncheon with Student Health Services

- Student Health Services will have their annual Breast Cancer Awareness luncheon for students and staff. The first 50 people will receive free lunch.

C. October 19-24, Make a Difference Week

D. October 26, Early Registration for Spring 2016

- Registration for seniors, veterans and athletes will open October 21. On October 23, it will open for all juniors and on Monday, October 26, it will open for everyone.

E. October 26-30, Wicked Wellness with Student Health Services

- Blood Sucking Monday (October 26). Everyone will be able to donate blood on Monday as part of Wicked Wellness. On Tuesday of this week, Dr. Leo Cigarroa will talk about STDs in the Student Center. On Wednesday there will be many demos presented by the students from the Dr. F. M. Canseco School of Nursing in the Student Center Rotunda. Also, Rec Sports will have demos on this day.

F. October 29, Halloween Fest

- Everyone is encouraged to attend the Halloween Fest. It is open to the public and especially kids for trick or treating. There will be a costume contest by age and many refreshments available for purchase.

VII. Professional Enrichment & Development (PED) and Presentation

Sylvia Barrera, Director of Rec Sports- What's your color? Embracing our differences.

- Ms. Barrera stressed the importance of growing together to maintain positive environments in the workplace. She presented the PACE Palette to gain better understanding of ourselves and others since we all represent TAMIU! She had everyone identify their personal temperaments with this PACE Palette exercise. Everyone read and found the one that best describes self where 4 was the most and 1 was the least. Ms. Barrera went over all the colors and stated the importance of having all the colors in an organization. Understanding your and everyone's color, helps us function as a unit. She says everyone has every color within themselves.
- The next Staff Senate meetings, she will have a different presentation to continue with understanding our colors. All Staff Senate members are encouraged to attend to continue.

VIII. Open Floor

- Event Services introduced new staff, Enrique Botello and Kristina Valeciano.
- Holiday Gala, Mayra Hernandez is chair of the planning committee. Robert is still finalizing the budget and Mayra will organize committee to meet and start planning for this event.
- Autmus Fest will be on November 7. Tickets are still available at the LEA Box Office, by phone or at Ticketmaster Outlets.
- Financial Wellness Fair is October 14 in the Student Center Ballroom. TRS Presentations will start at 9am. Different financial advisors will be presenting at different times.
- LBV Planetarium will have different shows throughout the month of October.

IX. Door Prizes

Lorenzo Rodriguez, Cindy Solano, Ariana Aguillon, Martha Laura Medina, Edlin Roldan, Yelitza Howard and Marina Hinojosa.

X. Adjournment

Meeting was adjourned at 11:05 a.m., Yelitza Howard motioned and Nicole Romanos seconded.

TAMIU STAFF SENATE



Staff Senate Meeting Minutes
November 10, 2015 at 10AM
STC 236

Executive Board: Robert Garza, San Juanita Perez, Mayra Hernandez, Lucia Maldonado, Yezmin Salazar and Anna Buentello

I. Welcome

- a. Introduction of Task Force by Roberto Garza

II. Campus Carry Forum

- a. Question and answer session by Trevor Liddle, Associate VP for Administration and Task Force Committee Chair
- b. Committee Members present: San Juanita Perez, James Bonnette, Dr. Gilberto Salinas, Dr. Maria Viloria, Ben Paige, and Chief Fructuoso San Miguel
- c. Introduction of State Mandate
- ◆ Mandate by the legislature
 - ◆ Law affecting those who are CHL holders, since they will be the ones who will be able to take their guns into the classrooms and buildings legally.
 - ◆ Statistics of CHL holders were given by the committee
 - ◆ The law/mandate is not open carry, if open call University PD immediately
 - ◆ CHL holders will be the only ones that will be able to carry their guns on allowed areas
 - It will be proposed that areas of high emotional distress be exempt from the rule, such as the Counseling & Health Services Centers, labs with magnetic devices
 - Other areas include, the Recreation Center (due to accidental discharges)
 - Places where they exempt from the rule under the mandate: athletic events, UIL, and NCAA events
 - ◆ If area is not an approved exempt area, no one can post an exception notice because the school and department will be fined.
 - ◆ One of the main requirements to obtain a CH License is that the requestor is 21 years of age
- d. Q&A Session (employees would ask the questions and the task force/committee would answer to their best of their ability)
- ◆ Will there be active shooter training?
 - Training is offered by the University Police Department for those that are interested.
 - ◆ Were the state statistics mentioned reflect students or employees?
 - The statistics are student based
 - ◆ Will the offices where advising and mentoring happens be exempt areas due to relationships and conversations that can get emotional with the students?
 - No, they will not be proposed areas
 - ◆ Will university vehicles be exempt areas?
 - No, they will not be exempt.

- ◆ What are the CHL guidelines?
 - Sessions will be given to find out more, but they can be found online.
- ◆ Will students be required to disclose if they are CHL license holders?
 - Students or individuals do not need to disclose that they holds a CHL license.
- ◆ What will be the procedure to report if someone is seen on campus with an exposed gun?
 - Call University PD
- ◆ When can a CHL holder un-conceal their gun?
 - When they see a threat or to protect themselves and others
- ◆ Will CHL holders be allowed to carry their weapons to on-campus events?
 - CHL holders need to know when and where they can carry their weapons
- ◆ Will the library be an exempt area?
 - No, it will not be a proposed area because it is a public area.
- e. Student Ben Paige updated everyone on the initiative for students and the information sessions that will be provided for students.

III. Open Floor/Announcements

- a. Save the Date
 - i. Holiday Gala, December 5 at 6pm
- b. Door Prize Winners
 - i. Jessica Perez, Yelitza Howard, Andria Hernandez, Anabelly Sanchez, and Julie Barrera

IV. Adjournment

TAMIU STAFF SENATE



Staff Senate Meeting Minutes
December 1, 2015 at 10:00 a.m.
STC 230

Attendance: Araceli Sandoval, Rocio Garcia, Michael Blake, Martha Laura Medina, Julie Barrera, Merari Teran, Lorenzo Rodriguez, Gloria Sanchez, Christian Barraza, Mike Gonzalez, Manuel Flores, Claudia Herrera, Laura Guerrero, Kimberly Thomas, Sylvia Quinn and Sylvia Barrera.

Executive Board: Robert Garza, San Juanita Perez, Mayra Hernandez, Lucia Maldonado, Yezmin Salazar and Anna Buentello

I. Welcome

Robert Garza called the meeting to order at 10:05 a.m. Robert welcomed new employees, Merari Teran and Manuel Flores from College of Nursing and Health Sciences and Student Health Services, respectively.

II. Minutes (Review and Approval)

Minutes were reviewed and approved by San Juanita Perez and Laura Guerrero.

III. Treasurer's Report

Patsy Lopez reported the report of \$4,162.00.

IV. TAMIU News

A. Annual Tree Lighting Ceremony

- December 1 from 6-9pm and it is open to the public. Many presentations by student organizations and pictures with Santa.

B. Fall Commencement

- Commencement will be on December 18 at 9am, 1pm and 4pm. There will be heavy traffic during the lunch hour since graduation will be at 1pm. Robert advised to come in early and have patience. There will be many visitors on campus. As of today, there has not been notification about parking in certain areas but it may happen.

V. Professional Enrichment & Development (PED) and Presentation

Sylvia Barrera, Director of Rec Sports- What's your color? Embracing our differences.

- Ms. Barrera continued on the color presentations. She spoke about the irritations, aggravations and stressors each "color" has. She also presented about the joys, values and strengths of each color. She stressed about the importance on blending all the colors. You cannot stick with just your color at all times.

VI. Open Floor

- Holiday Gala will be on Saturday, December 5. Reminder to everyone to bring their item for donation.

- Michael Blake passed out men and women's basketball schedules. He also spoke about new traditions Maroon Mob wants to start. He encouraged the staff to attend the basketball games.
- Araceli, HR rep, announced a new form, 10-95C that can be found on HRConnect. This form is because of the Affordable Care Act. Every employee will receive one regardless if they are on an insurance plan or not.
- Robert Garza announce the Rec Sports closure due to the expansion. There will be a bigger weight room and more fitness rooms. Rec Sports will be closed for an extra week during the holidays (December 21-23 and January 4-12). They will hopefully reopen January 13.

VII. Door Prizes

Rocio Garcia, Claudia Herrera, Sylvia Barrera, Christian Barraza, Merari Teran, Gloria Sanchez and Lucia Maldonado.

VIII. Adjournment

Meeting was adjourned at 11:05am by Martha Laura Medina and Mayra Hernandez.