

TAMIU STAFF SENATE



Meeting Minutes June 09, 2020 - 2PM Virtual Meeting

Attendance: (Call-in User_2), Abigail Fernandez, Amy Garcia, Amy Palacios, Amy Rodriguez, Ana M Vargas, Anabelly Sanchez, Anna Buentello, Araceli Sandoval, Armandina Ramos, Carlos Vallarta, Maria D De La Garza, Celeste Kidd, Cesar Ramirez, Cihlalli Perez, Cindy Villarreal, Cynthia Martinez, Daniela Maldonado, Edelmiro Santos, Elsa Real, Erika Cantu, Fabian Castillo, Gladys Perez, Gloria Sanchez, Guillermo F. Gonzalez, Jr., Gustavo Salazar, Heather Benavides, Hilda Dennis, Jackelyne Briseno, Jake Hudspeth, Jennifer Torres, Jessica Acosta Lopez, Jessica Chandaris, Juan Martinez, Julie Barrera, Julio Tovar, Karla Lozano, Kathy Casares, Kelly Higgins, Laura Bogue, Leonela Preciado, Leticia Cruz, Lisa Salazar, Lorena Rodriguez, Lorissa Cortez, Lorna Espinoza, Lucia Maldonado, Maria Blasco, Marta Castro, Mary Trevino, Mayra Hernandez, Melinda Elizondo, Melissa Dominguez, Merari Teran, Michelle Begwin, Michelle Espinoza, Melinda Downie, Martha Laura Medina, Nicholas Hudson, Norma Rodriguez, Pablo Arenaz, Patricia Abrego, Priscilla Martinez, Petra Vela, Rebecca Delgado, Rodney McConnell, Rosa Luna, Rosalinda Ochoa, Rosanne Palacios, Ruby Rodriguez, Sandra Villanueva, Sarah Roesch, Sheng Chien Lee, Juan Ramirez, Tracie Vogel, Veronica Juarez, Victor Sanchez, Xcaret Ramirez, Yelitza Howard

- I. **Welcome:** Gloria Sanchez called the meeting to order at 2:01pm.
- II. **Minutes (Review and Approval):** Melinda Downie and Cihlalli Perez
- III. **Treasurer's Report:** \$3333.49
- IV. **Summer Plan: Our Gradual and Safe Return to Campus – Dr. Pablo Arenaz**
 - Starting yesterday, June 8, each office on campus resumed normal operations from 8a-5p.
 - Another wave of employees is returning to work next week, with supervisor approval. Supervisors will check which people are critical to come back. It is planned that all staff will return on July 6th.
 - It is required that all staff and faculty wear a face covering when on campus.
 - All offices will have hand sanitizers and spray disinfectant.
 - In buildings and common areas, the only times you do not need to wear a mask is when you are in the office alone.
 - The University reopening is in consideration of all health and safety requirements.
 - Everyone should have completed the “Safe Practices for Returning to the Office during the COVID-19 Pandemic” and “Protocol and Certification for System Member Employees” trainings and are advised to check themselves every morning before coming to the office. Please stay home when you are sick.
 - Faculty will be returning on August 17th and August 18th. We will not have Faculty and Staff Fall Assembly at the beginning of the year and the Fall Mixer is cancelled.
 - Q&A with staff:
 - Q: What should we do if we see other employees who do not comply with the face covering policy?
A: Employees should wear a face covering as mandated. If an employee does not comply, it can be reported to HR. Multiple offenses of not complying with this rule can be considered insubordination and grounds for termination.
 - Q: How do we request our cleaning supplies?
A: Cleaning supplies do not need to be requested and they will be refilled by janitorial staff

- Q: At what point should staff who see students (i.e., advisors) resume face-to-face meetings with students?
A: Face-to-face meetings should be resumed as soon as possible with proper precautions.
- Q: For advisors who have individual offices, how would social distancing work since we meet with students face-to-face and the 6-foot rule would not apply? If that is required, the student would be outside the office.
A: For advising students, use a conference room for the space. Plexiglass will be available for desks.
- Q: How would lunchtime on campus work?
A: The Food Court will be open in the summer and Dusty's will have limited seating and take out.
- Q: Will there be any changes to the Academic Calendar?
A: Academic calendar: November 25th is the last day of face-to-face classes. Monday, November 30th, is a reading day/catch-up day. All exams will be done remotely and will start December 1st.
- Q: How often would classrooms be cleaned? Study rooms?
A: Classrooms will be cleaned and wipes will be available to wipe down spaces. Classrooms will be disinfected after school hours with study rooms included.
- Q: Is the University working with the school districts in case there is a modified academic schedule?
A: No, but we are keeping track of the situation with the Districts.
- Q: Can we request additional plexiglass dividers?
A: Employees should speak with their supervisor about additional dividers.
- Q: When are advisors supposed to return to their offices, July 6th or earlier?
A: Advisors should be notified by supervisors on meeting with students.
- Q: Is there any way to provide free face coverings to students who are low-income and might not be able to either have access or cannot afford them?
A: There will be free face coverings to low income students. The Department of Student Success is planning to provide face coverings in the fall.
- Q: What about for staff or students that have a recorded disability such as anxiety and by doctor's order and/or recommendation cannot wear a face mask. Is there a policy for that? Are they still obligated to wear the mask?
A: Employees should contact HR for any health issues.
- Q: If an employee has concerns returning to work by July 6 for any reason, who should they speak to?
A: Any employee concerned must speak to their supervisor and check with HR depending on the case.
- Q: Will there be designated waste areas around campus for used PPE?
A: There aren't any designated waste areas on campus for disposal of used PPE.
- Q: Are students receiving information of what's expected of them as they return to campus?
A: Students are receiving information about what's required throughout the summer.

V. Staff Senate News

- Staff Senate Nominations for the next Staff Senate Board are coming and we are encouraging for nominations.
- Nominations Schedule:
 - June 10: Start of nomination period (two weeks).
 - July 7: Voting opens and will be open until July 14.
 - August 11: Swear in of new board members.
- Bowl-a-thon Cancelled

VI. TAMIU News

- Reminder: Ongoing Student Emergency Fund (Summer Session Funds). Dusty's Food Pantry contributions are still ongoing. It will continue in the Fall (Emergency Fund)

VII. Open Floor:

- Martha Laura Medina – July 15th VITA sites are not open and as a TAMIU coordinator, she can still do returns for people she knows (TAMIU employees); contact her to arrange to drop off forms at mmedina@tamiu.edu. Tax day is July 15
- Dr. Nicholas Hudson- Thanked everyone for their assistance in the virtual environment of Dusty Camps and anyone with any questions, feel free to contact him.
- Gustavo Salazar – TRIO students in support services, first generation and low income can apply to the program for assistance.
- Melinda Downie – College of Education summer of Sanford (July and August) offer free camps for parents and teachers, online and about emotional and social learning.
<https://www.tamiu.edu/coedu/sanford-partnerships.shtml>
- Cihlalli Perez - For those of you working with students (or with other staff who work with students) please let them know that the University Learning Center has online tutoring services for the summer
- Julio Tovar - Q: Since activities were being done to collect funds for the Christmas gala and book scholarships, are those events being canceled/postponed? A: The room for the Gala has been reserved (first weekend of December) and the new board will make the decisions moving forward.
- Jackelyne Briseno - Alumni Association Board Nominations are open! Full time staff cannot serve on the board but you can nominate and vote. Here is the link to submit a nomination:
https://docs.google.com/forms/d/e/1FAIpQLSdmreSjC8xTx8Qui4Li_x6sN2I8I7Al-BBaVWOsC1bU2CKa-A/viewform And they are looking into starting chapters across Texas so if you have an alum in mind that doesn't live in Laredo, please let her know so they can reach out. They are open until Sunday, June 14, 2020. 06/14/20. And also \$100 Ring discount ends on the 30th of July
<https://www.balfour.com/shop/jewelry/rings/official-college-class-rings?smi=131642>
- Patricia Abrego - Please let students know that computer labs in Cowart Hall are open Monday-Thursday 8AM-8PM; Friday 8AM-5PM and Saturday 8AM - 2PM

VIII. Adjournment

2:55pm - 1st Leti Cruz & 2nd Merari Teran