

# TAMIU STAFF SENATE

## Meeting Agenda Tuesday, June 8, 2021 2:00pm | Webex

**Executive Board:** Ana Vargas, Cihtlalli Perez, Priscilla Martinez, Patsy Lopez, Erika Noyola, Gloria Sanchez, Vanessa Garcia

**Attendees:** Alejandra Eligio Alejandro, Alice Arce, Amy Palacios, Amy Rodriguez, Amy Sandoval, Amelia V. Rodriguez, Anabelly Sanchez, Ana K. Manrique, Ana M. Gonzalez, Andrea Beattie, Andria Hernandez, Andrea Pawelek, Ann E Gutierrez, Anna Garza, Antonio Gonzalez, Armandina Ramos, Athena V. Cortez, Blanca Ramos, Bernardo, Carmen de la Garza, Cindy Villarreal, Cynthia Martinez, Daniela Maldonado, Elena M. Martinez, Elaine Almanza-Ortega, Erika Cantu, Gabriela Rodriguez, Georgina Zamudio, Gladys Perez, Hilda V. Dennis, Ivan Cano, Jessica Acosta Lopez, Jessica M. Cavazos, Jessica Perez, Jessica Vasquez, Jesus Ruiz, Juan G. Perez, Juan Martinez Jr., Juana E. Villagran, Julia Rawlins, Julio Medina, Karla Leal, Laura Echandy, Leonela Preciado, Leticia Cruz, Lorissa M Cortez, Luis Vasquez, Maria M. Blasco, Margaret Gonzalez, Maria Elena Hernandez, Maria Flores-Westerman, Maria Mancha, Mariana Mendiola, Martha Medina, Mary Trevino, Melinda Ayala-Diaz, Melissa J. Dominguez, Michelle Espinoza, Nancy Colchado, Norma A. Cortez, Ofelia Maldonado, Pedro Gallegos Jr., Raquel Urrutia, Rene G. Diaz, Roberto Garza III, Roberto Torres Saenz, Rosa Luna, Rosita Ledith Ramirez, Sandra Villanueva, Sofia C. Maldonado, Vanessa A. Ramirez, Vanessa F. Martinez, Vincent A. Moreno, Virginia Lopez, Yelitza Howard

### I. Welcome

- Staff Senate President Ana Vargas called the meeting to order at 2:00pm.

### II. Review of May meeting minutes

#### Motion to approve May meeting minutes:

- Juana Villagran 1<sup>st</sup> motion
- Cihtlalli Perez 2<sup>nd</sup> motion

### III. Treasurer's report: \$3,736.83

### IV. Speaker/Presentation:

- **Mike Munoa, Office of Information Technology – Microsoft Teams Rollout**
  - Microsoft Teams is replacing Spark instant messaging.
  - In the next 6-12 months there will be additional support, features, and functions for MS Teams.
  - As of July, the UNIV will be going 100% for instant messaging with MS Teams.
  - OIT has been training on MS Teams and are prepared to assist UNIV when needed.
  - Formal support for Web conferencing for Teams is also available and has similar functionality to Webex.
  - Over the next three months OIT is going through a process of internal testing of MS Teams as a means to provide technical support for the UNIV.
  - OIT is working on the trial process of MS Teams.
  - Collaboration channel groups for MS Teams is the final piece to work on for projects together.
    - Within and inter-department groups can be formed when focused on a project and can have access to a central repository of files. Everyone will be able to see what everyone is working on. OIT is working on the structure of this feature.
  - All of the new features are in a pilot testing process to slowly phase in thereafter.

- One Drive is a cloud based file storage that provides a level of back up of files and is available for employee use.
- At the end of the calendar year, Syncplicity will be retired and migrated into One Drive.
- OIT will provide information on how to migrate files.
- MS Forms is another component of Office 365 that OIT is still working on and creating guides to gradually provide support for.
- Webex will eventually be phased out by next year, but will remain available as an option for video conferencing in the meantime.
- The retention policy for MS teams is 48-hours. Any messages after 48-hours old will be wiped out. There is a UNIV policy on retention of documents and emails. The policy for instant messaging is two days. Spark did not have the capability to wipe out messaging.
- Retention may be different for every phase of the Teams rollout.
  - For example, Teams has the capability to record meetings, but that function may not be immediately available. However, in MS Collaboration, messaging might fall under a different retention requirement because it may not fit within the policy of instant messaging.
  - OIT is looking at the various system and administrative retention policies as the different phases of MS teams is launched and supported.
- If individuals want to be part of the pilot program contact Mike Munoa at [mmunoa@tamiu.edu](mailto:mmunoa@tamiu.edu); 326-2301.

- **Alice Arce, Human Resources – Two-Step Process Wellness Credit**

- June 30<sup>th</sup> is the two-step process deadline and there are currently no extensions.
- Access <https://tamus/myevive.com> - enter your UIN and information from your BCBSTX insurance card. Note: (Both employee and covered spouse will use the employee's UIN to register.)
- Provide your information following the instructions on the registration pages.
- Also accessible from your TAMUS single sign-on account in workday <http://sso.tamus.edu> (employees only).
- Complete two wellness activities on My Evive between September 1st and June 30<sup>th</sup>.
- Applies to all employees and covered spouses enrolled in the A&M Care Plan (each has to complete two items on their own personalized checklist by the deadline).
- You can verify your completion status for the wellness premium incentive one of two ways:
  - Logging in to TAMUS single sign-on account in workday at <http://sso.tamus.edu> and click on TAMUS two-step logo.
  - Logging in to your My Evive account at <https://tamus.myevive.com>
  - This process may take 60-90 days to credit from BCBS. \*\*TAMIU HR employees are unable to view employee list of activities.
  - Contact My Evive member services if you believe you have completed the two-step incentive but the information is not reflected in your My Evive account.
- Additional physicians are also available through MD Life. This can be helpful for employees when in need of an alternate physician when out of town, during evening hours, or when the PCP is not readily available.
- For more information contact Ashely Carey [ashely.carey@tamiu.edu](mailto:ashely.carey@tamiu.edu) ext. 2362.
- For more information contact Alice Arce [alice.arce@tamiu.edu](mailto:alice.arce@tamiu.edu) ext. 2339.
- <https://evivesupport.freshdesk.com?support/tickets/new> 888-208-9470.

## V. Staff Senate News

### • Fundraisers Updates

- \$2,090.81 raised during Jeans Day TED event.
- Free lunch awarded to Finance and Administration and Institutional Advancement.
- Free parking awarded to Mr. Javier Jimenez from Financial Aid.
- Upcoming summer fundraiser: Dustdevils in Denim
  - Throughout the summer months of June and July.
  - Option to donate \$5.00 to wear jeans during a specific Friday of your choice.
  - Option to donate \$10.00 to wear jeans for every Friday in a selected month.
  - Option to donate \$20.00 to wear jeans for every Friday in June and July.
  - This fundraiser has been approved by the UNIV President and VPs.
  - A list of fundraiser participants will be created and sent to supervisors.
  - Hoping to do a gratuity event for all participants towards the end of summer.

### • Upcoming Elections for Staff Senate Board 2021-2022

- Nomination forms will be available starting 06/07/2021.
- Cihlalli Perez will be serving as president for 2021-2022.
- Opening offices: President-Elect, VP Fundraising, VP Marketing, Treasurer, Secretary, and Parliamentarian.

### • University Updates

- **Library extended hours:**
  - Monday-Thursday from 8:00am-7:00pm
  - Friday from 8:00am-5:00pm
  - Sunday from 12:00pm-8:00pm
- **Rec Sports extended hours:**
  - All weight machines are open.
  - Outdoor complex is open.
  - Group fitness classes available upstairs.
  - Basketball courts are open.
  - No appointment necessary
  - Showers are open.
  - Monday-Friday from 10:00am-7:00pm; weekends from 2:00pm-6:00pm.
- **COVID-19 testing and vaccination encouraged for faculty and staff:**
  - Curative kiosk located between Pellegrino and Canseco Halls.
  - Free testing Monday-Friday from 9:00am-5:00pm.
  - Open to TAMIU and Laredo communities.
- **Vaccinations on campus:**
  - Vaccination drive taking place 06/09/2021
  - For a list of the schedule: [Office of Student Health Services \(tamiu.edu\)](https://docs.google.com/forms/d/1YbdGq2U_24l0pxagS-g-lRt3hoopD5Oqu0nc0glBb24/viewform?edit_requested=true)
  - Click on the COVID-19 tab – vaccinations open to TAMIU and Laredo communities.
  - Moderna vaccines will be available.

## VI. TAMIU News

### • Tuesday, June 15: Green Dot Virtual Overview

- Contact compliance office at
- [https://docs.google.com/forms/d/1YbdGq2U\\_24l0pxagS-g-lRt3hoopD5Oqu0nc0glBb24/viewform?edit\\_requested=true](https://docs.google.com/forms/d/1YbdGq2U_24l0pxagS-g-lRt3hoopD5Oqu0nc0glBb24/viewform?edit_requested=true)

### • Thursday, July 1: Uconnect transition

### • Monday, July 5: Summer II, Summer Sub-Term II begin

- **University College – Academic Center for Excellence**
  - Some departments in University College have merged.
  - University College offers academic support services for students formerly known as the Advising and Mentoring Center, University Writing Center, and TRIO programs are now the Academic Center for Excellence.
  - New website for ACE: <https://www.tamtu.edu/uc/ace/index.shtml>
  - Offering advising for freshman, student athletes, multidisciplinary major students, and tutoring services for writing and subject areas as well as supplemental instruction.
- **Kristina Valenciano – HealthyU updates**
  - Dusty Olympic team information will be shared on Friday.
  - Desk to 5k:
    - Saturday June 26, 2021
    - Check in at 7:30am
    - 8am start in the KL front lawn
  - [Healthyu@tamtu.edu](mailto:Healthyu@tamtu.edu)

## VII. Open floor

- **Walk to End Alzheimer's**
  - Join the TAMTU team or donate to the fundraiser.
  - Contact Martha Laura Medina [mmedina@tamtu.edu](mailto:mmedina@tamtu.edu)
  - [https://act.alz.org/site/TR/Walk2021/TX-SanAntonioandSouthTexas?team\\_id=686223&pg=team&fr\\_id=14818](https://act.alz.org/site/TR/Walk2021/TX-SanAntonioandSouthTexas?team_id=686223&pg=team&fr_id=14818)
- **Leonela Preciado-Program Manager for USTEM**
  - Recruiting freshman students of a STEM major to join the USTEM program.
  - Criteria: US citizen or resident, incoming freshman, and STEM major.
  - [USTEM Program \(tamtu.edu\)](#)
- **Q: Will Catapult be visiting campus again?**
  - **A: Alice:** As of now we have not been informed that any would be coming about.

## VIII. Door Prizes

- Carmen
- Melinda Ayala Diaz
- Yelitza Howard
- Sandra Villanueva
- Juan G. Perez

## IX. Adjournment

### Motion to adjourn:

- Margaret Gonzalez      1<sup>st</sup> motion
- Martha Laura Medina    2<sup>nd</sup> motion
- Time: 2:49pm