Minutes of the Staff Council Meeting  
Tuesday, 9 September 2014  
10:30 a.m., Sid Rich 340


Welcome  
The meeting was called to order by Dominque Hill, Chair of Staff Council.

Mr. Hill welcomed the Staff Council members to the first 2014-2015 meeting, and then welcomed and introduced the guest speaker Cheryl Gochis, Interim Executive Director of Human Relations. He then introduced Ms. Pam Parshall, Invocation Leader for Staff Council for a report and to open the meeting with prayer.

Invocation  
Pam Parshall passed out a Prayer Request Log and encouraged council members to help keep it resourceful by sending her updates, follow-ups, and new requests. The requests were voiced and, after a short discussion and updates, were prayed for by Dominque Hill.

Guest Speakers  
Cheryl Gochis, Interim Executive Director of Human Resources

Mrs. Gochis expressed her gratitude for the opportunity to be a guest speaker at the first Staff Council meeting of the year. She voiced her appreciation in serving a loyal Christian University and having the opportunity to speak at a meeting that is opened in prayer. She encouraged council members to pursue HR for assistance and questions throughout the year. She expressed that HR is there to help staff members with their goals; the motto she emboldens within their department is listening and responding. She graciously expressed that HR wants to listen to goals of staff and the Staff Council who represent them. She reported that there have been many HR updates recently involving benefits, and even hidden benefits, for Baylor employees. She said that she will send a helpful Power-Point presentation for committee members to review. She also said that she appreciates questions and proposals from Staff Council and is happy to facilitate future meetings. She acknowledged Heidi Boyd, Senior Talent Acquisition Specialist, HR, for her position as a Staff Council member. She passed out business cards for the Human Resources Customer Service Center and informed the council members that they are the first to answer a call, are always very helpful, and would connect them as needed. She then thanked Dominque Hill and Adam Ecklund for their leadership and teamwork in Staff Council. She thanked Staff Council again for the opportunity to speak on behalf of HR and said that she hopes to see everyone at the Staff Forum.
Approval of December Minutes
Mr. Dominque Hill, Chair, called for a motion to approve the minutes of the 13 May 2014 meeting. Ms. Margaret Kramer made the motion, and Ms. Pam Parshall seconded it. The motion passed unanimously.

University Committee Reports

Faculty Senate
Mr. Dominque Hill announced that the new Faculty Senate representative is Professor Ron Beal from the Law School and that he will attend all Staff Council meetings. Mr. Hill then announced that Mr. Adam Ecklund, Chair Elect, will be the Staff Council representative for Faculty Senate, and that Mr. Hill will be attending the meeting on Mr. Ecklund’s behalf because he is unable to attend.

Campus Diversity
Ms. Pam Parshall provided the following narrative:

The Campus Diversity Committee met on Friday, September 5, 2014, and two grant applications were reviewed. One grant was awarded to the Hispanic Heritage Month Banquet. A grant application for Mosaic Mixer was discussed and tabled until additional information is received. A grant application that was reviewed and approved last spring for an August event was also awarded to the Academy Leadership Development Lecture Series.

Discussion ensued regarding the New Faculty and Staff Reception that our committee co-chaired with President and Chancellor Kenneth Starr and First Lady Alice Starr. The event held on Thursday, September 4, 2014, was a success with over eighty guests present.

The committee also began initial planning preparation for The Cultural Connection Celebration to be held in the spring.

Sustainability
Ms. Kay Murdock provided the following narrative:

The University Sustainability Committee submitted their annual report to Judge Starr on July 1, 2014, for 2013, and we discussed the goals for the coming year.

We experienced a record year in 2013 for recycling with 447.68 total tons recycled. The Sierra Club named Baylor to its Cool School List for the first time, and we were included in the Princeton Review’s Guide to Green Colleges and Universities.

In 2014 we have recycled 4.29 tons just in the move to the stadium, making the total recycled 329.20 tons already this year.

The committee plans to initiate a temperature control policy this year to set the temperature in all buildings between 74-78 degrees in the summer and 68-72 degrees in the winter. This would provide a 3% savings overall in campus energy use.

Please feel free to contact me if there are any questions or suggestions that you would like the committee to review this month.

Administrative
Ms. Carol McElhannon provided the following narrative:

The Administrative Committee met on August 28, 2014, to review and to vote on the insurance changes for next year. As in years past, there will be small premium increases as well
as a change in the dental plans offered. The September Human Relations Advisory will announce all the 2015 changes. Open enrollment is during November, but this year may start sometime in October.

She mentioned that the information above is confidential and not to be shared at this time. Mr. Dominque Hill thanked her for declaring confidentiality. He then reminded the Council members that some information discussed in the meetings are not to be released to the campus and encouraged members to please exercise confidentiality.

Treasurer's Report on Scholarship
Ms. Julie Stelley provided the following narrative:

As of August 31, 2014, the fund balance in the Baylor Staff Endowed Scholarship had gifts totaling $35,457.45, plus outstanding pledges of $1,410 = $36,867.45. Please continue to think of this scholarship fund as a vehicle to honor someone or for a memorial donation. The Scholarship Committee has not met this year.

Striving To Enhance Personal Performance (STEPP)
Ms. Callie Schrank provided the following narrative:

The STEPP Luncheon Committee met on Wednesday, August 13, 2014, and Friday, September 5, 2014, to plan the 2014/2015 luncheons. During the August meeting, the committee brainstormed topics and speakers and identified a theme for this year’s luncheons, “Putting Waco on the Map.” Location options and ideal dates were also discussed. Each committee member was assigned a role for the year: Presenter Partner, Location Liaison, Catering Captain, Door Prize Delegate, and Marketing Mogul. During the September meeting, each committee member provided an update on their responsibilities. There will be two STEPP luncheons during the 2014/2015 year. The first luncheon will be held at the Baylor Club at McLane Stadium on Wednesday, October 29, 2014, at noon with guest speakers Coach Grant Teaff and “Voice of the Bears,” John Morris. The second event will be held in the spring with further details released in the coming months. Event registration for the fall luncheon will be distributed to Baylor staff at the end of September or beginning of October 2014.

Service Project
Ms. Amy Williams provided the following narrative:

The Service Committee met on August 21, 2014. We discussed ideas for new service projects for the upcoming year. We also discussed the work that has been done with Mosaic and brought to the table groups such as Pack of Hope and The Boys and Girls Club as future projects. It was brought to my attention that we are on a three year contract with Mosaic and are now in our last year of that contract. We will be working with Mosaic in the Fall semester as well as presenting to the council ways to help Pack of Hope, which provides after school and evening snacks for underprivileged children. Mosaic will be moving to a new facility, so an idea would be to have a “Move-in Day for Mosaic.” Closer to the holidays, we would like to help Pack of Hope restock their supplies. The Boys and Girls Club is a project we talked about working with during the Spring semester. We discussed the success of “Sink the Socks” and definitely want to continue the momentum of service as we start a new school year.
Old Business

Mr. Dominque Hill reported that he is currently working on the process of hiring and funding an ombudsperson for staff. He explained that the ombudsperson will be a neutral appointed advocate who is charged with representing the interest of staff members and will be an ear for them to express concerns and thoughts. He also reported that he has someone in mind that is currently a staff member and is working on scheduling a meeting with Dr. Regan Ramsower, Senior Vice President for Operations & Chief Financial Officer. He encouraged Staff Council to please be advocates for the staff at Baylor and welcomed members to bring concerns to him. He said that he is in the process of writing a letter and sending it out to all staff members, encouraging them to share concerns.

New Business

Mr. Dominque Hill reported that there are two open vacancies on the Staff Council Membership that need to be filled. One vacant position is for Lori Fogleman, Assistant Vice President for Media, Communications, and the other is for Jacqui Haddock, Tennis Camp Coordinator and Website Administrator, Athletics. He encouraged council members to articulate suggestions for satisfying these vacancies. He also reported that there was a third position available this 2014/2015 academic year for Mr. Adam Ecklund, Engineering & Computer Sciences, in the Academic Affairs category. He explained that Mr. Ecklund is switching areas and in doing so will be leaving Staff Council. Mr. Ecklund’s position was filled by Ms. Dianna Haun, Honors Program, in Academic Affairs. She has served three years previously and will now serve the remaining year in place of Mr. Ecklund. Mr. Hill then announced Ms. Haun and thanked her for her services. He then announced that Mr. Ecklund was the Staff Council Chair Elect and that a replacement will be brought to the table at a later date.

Mr. Hill thanked the Staff Council members for attending the meeting and for being advocates for all staff members. He then thanked the Executive Staff Council members and called them by name: Adam Ecklund, Chair-Elect; Lois Avey, Secretary; Margaret Kramer, Historian; Keane Tarbell, Parliamentarian; Pam Parshall, Chaplin; and Will Telfer, Website Administrator.

Adjourn

At 11:25 p.m., a motion was made to adjourn by Mr. Will Telfer, seconded by Mr. Kean Tarbell. Mr. Dominque Hill adjourned the meeting.

Respectfully submitted,

Lois Avey, Staff Council Secretary 2014-2015
Minutes of the Staff Council Meeting  
Tuesday, 14 October 2014  
10:30 a.m., Sid Rich 340

Present: Lois Avey, Heidi Boyd, Adrienne Conradt, Wanda Derrick, Sherrie Dodson, Sherill Duren, Heather Gilliam, Karen Griffiths, Diane Haun, Karly Heffner, De-De Henson, Mabrie Hermann, Dominque Hill, Jana Hixson, Sherri Honza, Christi Klempnauer, Kandy Knowles, John Lowe, Carol McCulloch, Carol McElhannon, Leslie Moore, Carol Moyer, Kay Murdock, Pam Parshall, Mary Reinhardt, Callie Schrank, Britt Smith, Julie Stelley, Keane Tarbell, Will Telfer, Eric Weeden, Amy Williams, and Dr. Ron Beal, Faculty Senate Representative.

Absent: Adam Ecklund, Margaret Kramer, and Gail Peterson

Welcome
The meeting was called to order by Dominque Hill, Chair of Staff Council.

Mr. Hill welcomed the Staff Council members to the October meeting, and then welcomed and introduced the guest speaker, Dr. Burt Burleson, University Chaplain. He then announced that Ms. Pam Parshall, Invocation Leader for Staff Council, would give a report and welcome the meeting with prayer.

Invocation
Pam Parshall passed out an updated Prayer Request Log and reminded council members to continue sending her updates. The prayer requests were discussed, and Dr. Burt Burleson led us in prayer.

Guest Speakers
Dr. Burt Burleson, University Chaplain, announced that the Chaplain’s office has evolved quickly! The initial Chaplain’s office was established in the 1990s and was in Pat Neff at that time. Dr. Milton Cunningham, former Baylor Chaplain, oversaw Chapel-Forum and showed up to pray a lot. Dr. Burleson pointed out that the Chaplain’s office is not as much of a department as it is an area in Student Life and is broken down into four areas: Mission Trip Program, Chaplain Worship, Formations, and Pastoral Care. The Mission Trip Program is both global and local. Approximately 300 students per week are active within the local community helping with various projects. Currently, approximately forty trips abroad are planned for this coming year. The second area is the Chaplain/Worship area in the program. Students attend Chapel and team up for different events supported by the Bobo Spiritual Life Student Center. He announced that currently 4,400 students are attending this semester. The third category is Formation Baptist Student Ministry, in which groups of students worship with other churches and attend other services. They also attend conferences, freshman and sophomore retreats, and are involved in the Baptist Student Ministries. They offer the Spring Faith Forum that will
help students in unique circumstances with an alternative to achieve their academic and spiritual goals. The fourth area is the Pastoral Care department. Dr. Burleson stated that this is his focal area of service. His services include encouraging certain groups of faculty and staff to worship and pray, being with and supporting students in crisis situations, posting and dealing with 100-150 deaths per year, speaking and praying at 75-100 functions per year, and counseling students and faculty alike. He reported that he has been in his position for seven years and that in a Christian University it’s important that everything is done correctly in a compassionate and caring community. He stated that the Chaplain’s work is to help the congregation move forward in a Christian manner. He reported that the Lilly Endowment Grant has been very helpful to the growth of the ministry and in achieving these listed areas of services. He described that we live in a post-denominational era, where 17% of students are Catholic and 30% are Baptist. He testified that the focus of the Chaplin’s office is to embrace the Christian tradition by trying to help students study and to define spiritual practices. He then invited staff members to seek out advice, prayer, and guidance at any time and reminded the Staff Council members that the Chaplin’s office is open to everyone. He noted that Leslie Moore is a representative staff member working with the Chaplin’s office to help in domestic mission trips. He encouraged the staff to continue helping the office and concluded that that is the way to change leader to leadership.

Approval of September Minutes
Mr. Dominque Hill, Chair, called for a motion to approve the minutes of the 9 September 2014 meeting after the completion of a few minor adjustments. Ms. Pam Parshall made the motion, and Ms. Jana Hixson seconded it. The motion passed unanimously.

University Committee Reports

Faculty Senate
Mr. Dominque Hill announced that the Faculty Senate is meeting today, 14 October 2014, at 3:30 p.m. He reported that the previous minutes noted that the Faculty Handbook is online and states that ten percent of faculty time should be directed toward service. He noted that that statement may be pending a possible renewal. He informed the council that the Admissions Committee reviewed appeals for deposits from students. On the Committee on Committees report, there is currently a proposal from the Library/ITS Advisory Council, asking to increase membership from twelve members to twenty-five. The Senate Reapportionment Committee is considering appointing a committee to come up with definitions of faculty: Example, Institutional Faculty are not associated with a department, and therefore, cannot run for a seat on the Faculty Senate.

Campus Diversity
Ms. Pam Parshall provided the following narrative:

The Campus Diversity Committee met on Friday, October 3, 2014. The committee awarded grants to Mosaic Mixer2014, Global Community Welcome Retreat, and Pruitt Memorial Symposium, “March to Zion: Celebration and Presentation of Black Sacred Music.” The Committee members continued their planning preparation for The Cultural Connection Celebration to be held in the Spring 2015.
Treasurer’s Report on Scholarship
Ms. Julie Stelley provided the following narrative:

Treasurer’s Report: As of, September 30, 2014, the fund balance in the Baylor Staff Endowed Scholarship had gifts totaling $35,617.45 plus outstanding pledges of $1,490.00 for a total of $37,107.45.

Scholarship Committee Report: The Scholarship Committee met on September 30, 2014, and is in the process of outlining a fundraising grive for the Spring 2015 semester.

The scholarship recipient for 2014-2015 is Charles “Jace” Ryan. Jace is a Freshman Pre-Neuroscience major from Texarkana, Texas. We will be receiving a thank you note from him in November 2014.

Mr. Dominque Hill expressed support for the fundraiser and would like to see an increase in the Staff Council scholarship endowments.

Striving To Enhance Personal Performance (STEPP)
Ms. Callie Schrank provided the following narrative:

The STEPP Luncheon Committee has been finalizing plans for the upcoming luncheon which will be held at the Baylor Club at McLane Stadium on Wednesday, October 29, 2014, at noon with guest speakers Coach Grant Teaff and “Voice of the Bears,” John Morris. Event registration for the fall luncheon was sold out in less than two hours; therefore, the Committee sought approval to expand the luncheon attendance. Approval was received, and online registration was again opened to staff. The location of the event was moved to the Club Ballroom to allow for up to 350 guests. The second STEPP luncheon will be held in the spring with further details released in the coming months.

Old Business
Mr. Dominque Hill informed the council that the staff ombudsperson is voted in and that the details are currently pending. He plans to meet with Dr. Reagan Ramsower soon and will have more to report on at later date. Mr. Hill reported that Mr. Keane Tarbell has agreed to fill the position that Dr. Adam Ecklund vacated and is now promoted to Staff Council Chair Elect. Dr. Adam Ecklund is promoted to Associate Vice President for Constituent Engagement from his prior position of Assistant Dean of Undergraduate Programs. Dr. Ecklund’s area position is filled by Ms. Diane Haun. Mr. Hill then welcomed Ms. Jaime McKeown and announced that she is replacing Ms. Lori Fogleman. He reported that there is still one position open and that a replacement is pending.

Mr. Hill urged council members to voice their thoughts and strategic ideas to improve staff work habits. He strongly encouraged Staff Council members to communicate with each other and with him to make changes. He said that he would like for members to voice their ideas and issues and to discuss them individually and as a group. He met with Dr. Reagan Ramsower to initiate the possibility of an exclusive area that staff members can go for a peaceful lunch hour. He also spoke with Dr. Ramsower concerning staff members who are categorized as executive staff paying different prices for meals than those classified as regular staff.

New Business
Ms. Amy Williams provided the following narrative:
The Service Project Team met on September 30, 2014, at 12:00 p.m. in the SUB. Members in attendance were: Kandy Knowles, Adrienne Conradt and Amy Williams. We discussed the logistics of our first project, which we will bring to the Council for a vote on October 14, 2014. We will be proposing an event for October 25, 2014, 8:00 a.m. to 12:00 p.m. The event will be titled “Home is Where the Heart Is” and will be a housewarming/clean-up day for Mosaic. We discussed having breakfast burrito donations for the workers. We also discussed splitting volunteers to work in teams, with a Service Project Team member as the leader of each group. Adrienne Conradt mentioned that the KOT fraternity would like to volunteer and help us with this project. We are encouraging Baylor spirit by asking everyone who participates in the work day to wear their favorite Baylor t-shirt. We discussed other ways people could help: 1) Giving money directly to Mosaic, via their website. 2) “New Towel” campaign, asking people to donate new towels to be dropped off at various campus locations on October 23, 2014. Amy met with Serina Cole, with Mosaic, at the facility’s old location, then toured the new facility to find out what ways we can help get them settled. We will have a flyer ready to send out on October 14, 2014, pending the vote of Staff Council.

Ms. Amy Williams passed out a flyer in honor of Mosaic entitled, “Home is Where the Heart is” for Staff Council members to consider for approval.

Mr. Dominque Hill recommended that the electronic flyer for Mosaic be circulated across campus on this day of 14 October 2014. He also recommended that on 25 October 2014 from 8:00 a.m. to 12:00 p.m. council members could volunteer hosting a housewarming for the new facility for Mosaic. After a brief discussion, a motion was made by Ms. Diane Haun to approve these requests. Mr. Eric Weeden seconded, and the motion carried.

Ms. Amy Williams provided the following narrative:
We also discussed another Fall service project for closer to Christmas. Kandy Knowles has suggested a “Give a Bear” campaign to help children of abuse/crisis situations. We discussed using the Baylor PD as a drop-off site for these Bears. We were thinking this campaign would possibly run during the first week of December. Kandy has a passion for working with the organizations involved in abuse/crisis situations and feels that around Christmas time victims may really benefit from this gift. We would also have people donate gift cards to go along with the bears. Both items will need to be voted on by the Staff Council, so we would like to pitch both ideas at the, October 14, 2014, meeting. We discussed the fact that naming specific objects for giving (such as the socks last year), seems to bring a successful outcome with the Service Projects.
We stressed the importance of the Service Project Committee carrying the torch and getting everyone motivated about the Service Project and about giving. We are also going to make a better effort to get Aramark and Housekeeping involved.
We discussed that Pack of Hope (with whom Amy has been in contact), as well as the Boys and Girls Club, will be the focus of Spring Service Project.
Mr. Hill recommended that the proposal for “Give a Bear and Gift-card” to children in crisis situations to be approved. A motion was made by Mrs. Callie Schrank to approve the proposal. Ms. Mary Reinhardt seconded, and the motion carried for the first week of December the Give a Bear and Gift-card campaign for children of abuse/crisis situations be approved.

Adjourn

At 11:36 p.m., a motion was made to adjourn by Ms. Sherri Honza, seconded by Mr. Eric Weeden.
Mr. Dominque Hill adjourned the meeting.

Respectfully submitted,
Lois Avey, Staff Council Secretary 2014-2015
Minutes of the Staff Council Meeting  
Tuesday, November 11, 2014  
10:30 a.m., Sid Rich 340


Welcome:  
The meeting was called to order by Mr. Dominque Hill, Chair of Staff Council.

Invocation:  
Mr. Keane Tarbell gave an update on the five-month-old daughter of Dr. David and Patricia Jack and then opened the meeting with a prayer.

Guest Speaker:  
Mr. Hill welcomed and introduced the guest speaker Dr. Sinda Vanderpool, Associate Vice Provost for Academic Enrollment Management. Dr. Vanderpool expressed her gratitude to the members of Staff Council and to all staff members at Baylor. Through a PowerPoint presentation, she illustrated and explained the critical role that staff members play in student success at Baylor University.

Approval of October Minutes:  
Mr. Hill called for a motion to approve the minutes of the 14 October 2014 meeting. Ms. Diane Haun made the motion, and Ms. Pam Parshall seconded it. The motion passed unanimously.

University Committee Reports

Campus Diversity:  
Ms. Parshall provided the following narrative:  
The Campus Diversity Committee met on Friday, October 3, with a quorum of members present. The Committee reviewed and awarded the following three grants: Mosaic Mixer, Global Community Welcome Retreat and Pruitt Memorial Symposium, Marching to Zion. The Committee continued their discussion for the annual Cultural Connection Celebration for spring 2015. Meeting was then adjourned.

The Campus Diversity Committee met again on Friday, November 7, with a quorum of members present. The Committee recognized the winner of the annual Diversity Award, Baylor Sigma Iota Alpha (SIA). The Committee presented a $500 check to this student organization. The Committee reviewed four grant applications. Three grants were awarded. The organizations
receiving grants were (1) Steppin’ Out-Day of Service with event date of November 8, 2014; (2) The Academy Lecture Series Film Screening with an event date of November 10, 2014; and (3) Undoing Racism-a one day conference to be held December 18, 2014. The grant application from Omega Delta Phi-International Culture Show with an event date of December 18, 2014, was reviewed and pended as there are additional questions. When our Committee receives the additional information, we will vote on this grant application. Discussion of our annual Cultural Connection Celebration for spring was continued. Meeting was adjourned.

Faculty Senate:
Mr. Tarbell provided the following narrative:
The Faculty Senate will be meeting later this afternoon, and held their last meeting on October 7, 2014. At that meeting, Mr. Ian McCaw, Baylor Athletic Director, shared with the Senate about the current state of the NCAA Autonomy Structure. The chair of the University Calendar Committee also requested feedback concerning final exam days for spring 2015. Dean Pattie Orr, Vice President for Information Technology and Dean of University Libraries, brought a recommendation to the Senate to increase the faculty representation on the Library and ITA Advisory Council and the request was approved by the Senate. The Faculty Senate continues to explore enhancing Student Course Evaluations.

Staff Council Committee Reports

Constitution and Bylaws:
Ms. Sherri Honza provided the following narrative:
The Committee met on 10/30/14 to discuss the following items:
1. Membership of Council—redistribution of membership versus possible additional members (We were asked to review this prior to the end of the year.)
2. "Vacancy" language as found in the constitution and bylaws.

Regarding membership:
It is our recommendation that as opposed to adding new members, that staff council membership be realigned to proportionally represent the current employee make-up. Please see the attached spreadsheet with current staff count and staff council members per division (pasted below). We've also calculated the percentage of total employees per division and then have shown the current percentage of each division in the current council make-up. Based on this information, it should not go without notice that to get the proper percentage alignment will require some strategic planning over the course of the next three years by the membership committee.

Regarding "vacancy" language:
We are working on some proposed language updates to the following:
Constitution: Section 5 - Vacancies
Bylaws: Section 3 & 4
Also, adding a section for officer vacancies (as this isn't addressed in the officer section)

We hope to have these updates ready for review no later than the January meeting.
In reviewing the language of vacancies, we as a group are concerned about the ambiguity of the language and allowing one of only two of the "elected" officer positions be replaced by appointment. Therefore, we would like to recommend/suggest that at the next meeting we ask for a vote of affirmation of Keane as Chair-elect. We will also work on proposed language for the constitution/by-laws to make more clear the vote of confidence for Chair-elect to Chair and language for replacing an elected officer.

Ms. Honza also provided the following spreadsheet with current staff count and staff council members per division:

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<tr>
<th>VP Areas</th>
<th>Staff Count</th>
<th>Staff Council Members</th>
<th>Current Percentage of Council Representatio n (Based on 36 Members)-If Proportional</th>
<th>Number on Staff Council for &quot;Appropriate Percentage&quot;?</th>
<th>Number of Member s Rolling Off in 2015</th>
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<td>102</td>
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For Purposes of Current Membership:
*Mktg/Comm/Const Engagement/Development considered one division 132 3 8 8
**Human Resources/Finance & /Admin considered one division 196 8 12 22
***Combined Facilities/OGC/Governance&Risk/President 204 1 12 3

Treasurer’s Report on Scholarship:
Ms. Mary Reinhardt provided the following narrative:
As of October 31, 2014, the fund balance in the Baylor Staff Endowed Scholarship had gifts totaling $35,782.45 plus outstanding pledges of $1,350 = $37,132.45. Torch of Light pins were sent to donors who gave $50 or more for the first time.

The Scholarship Committee met on October 28 and outlined plans for a scholarship fundraising drive for spring 2015. The Committee proposes a drive to increase giving to the Scholarship as such: any staff member who contributes to the fund from January through March will be entered into a drawing after March 31. Ten staff members will be randomly drawn to enjoy lunch with Judge and Mrs. Starr in the President’s Suite at McLane Stadium. We hope that this drive will increase awareness of the scholarship fund and its importance to Baylor. We hope to introduce the drive at Spring Staff Forum and possibly have the 14-15 recipients speak at that time.

Service Project:
Ms. Amy Williams provided the following narrative:
On October 25, 2014, there were about 55 people that showed up to help Mosaic in their new location. Two trees were planted, rocks were painted and displayed at the base of the trees, front flowerbeds cleaned out and re-landscaped, closets organized, artwork was painted for bare walls and a “heart” collage was created for their new home. Burritos were donated by Olive Branch and kolaches and donuts were donated by Shipley Do-nuts (South Valley Mills), for the volunteers. All members of the Service Project Team were in attendance, as well as, the KOT fraternity and other staff members. Mosaic employees were so grateful and shared heart-felt tears of happiness for all of the work being done for them. Amy Williams sent thank you notes to the businesses that donated food to the project, on behalf of Staff council. Over 100 towels were donated, 25 hand towels and over 100 washcloths. Some suggestions given for future projects: More lead time and make sure people know the work is “come and go”. Overall, the project was a positive experience, linking people across campus for a common good!

Striving To Enhance Personal Performance (STEPP)
Ms. Callie Schrank provided the following narrative:
The STEPP Committee hosted a luncheon at the Baylor Club at McLane Stadium on Wednesday, October 29, 2014, at noon with guest speakers Coach Grant Teaff and “Voice of the Bears,” John Morris. Event registration for the fall luncheon was sold out in less than two hours; therefore, the Committee sought approval to expand the luncheon attendance. Approval was received, and online registration was again opened to staff. The location of the event was moved to the Club Ballroom to allow for up to 350 guests. With last minute drops and no-shows, the event was attended by 318 participants. The second STEPP luncheon will be held in the spring with further details released in the coming months.

Spirit Shirts:
Mr. Hill reported that Ms. Margaret Kramer resigned from the Staff Council. The ordering of staff council shirts for new members has been postponed, but they will be ordered at a later date.

Old Business

Mr. Hill stated that he is currently working on the process of hiring and funding an ombudsperson for staff. He reported meeting with Dr. Reagan Ramsower, Senior Vice President for Operations & Chief Financial Officer, about this position. An Ad Hoc Committee was formed consisting of Diane Haun, Sherri Honza, and Carol McCulloch to flesh out all the details for the position and bring them forward to Mr. Hill and the Staff Council members for review. Mr. Hill will then report back to Dr. Ramsower with specific details concerning the position.

Mr. Hill reported that there is still one open vacancy on the Staff Council membership that needs to be filled. He is working with Human Resources to fill this position.

New Business
Chair-Elect Appointment:
Mr. Hill reported that Mr. Tarbell was not properly appointed to the Staff Council Chair-Elect position. According to the by-laws, the Staff Council shall elect from its members a Chair-Elect. Since Mr. Tarbell was nominated for the position, he was asked to leave the room for a formal vote. The vote was taken by a show-of-hands. All in favor. Mr. Tarbell entered back into the room and Mr. Hill congratulated him as the Staff Council Chair-Elect.

Adjourn
At 12:00 noon, a motion was made to adjourn the meeting by Ms. Adrienne Conradt and was seconded by Ms. Haun. All in favor, Mr. Hill adjourned the meeting.

Respectfully submitted,
Carol McCulloch, recording for Lois Avey.
Minutes of the Staff Council Meeting  
Tuesday, December 9, 2014  
10:30 a.m., McLane Stadium

**Welcome:**
The meeting was called to order by Mr. Dominque Hill, Chair of Staff Council.

**Invocation:**
Ms. Pam Parshall, Chaplain of the Staff Council, shared updates on prayer requests that she received and invited the council to share additional requests. Dominque Hill offered the invocation.

**Guest Speaker:**
Mr. Hill welcomed and introduced the guest speaker for the meeting, Tommye Lou Davis, Vice President for Constituent Engagement and Chief of Staff. Ms. Davis shared how the Division of Constituent Engagement served various constituent groups as they strive to promote Baylor and build meaningful relationships with key stakeholders. Ms. Davis shared information about the various networks that her team serves (Baylor Business Network, Sports Network, Women’s Network, Parents Network, Young Grads Network, Future Alumni Network, and Army-Baylor Network) and how they participate in hundreds of events each year as they share the good news about Baylor and “friendraise” for Baylor.

**Approval of November Minutes:**
Mr. Hill called for a motion to approve the minutes of the 11 November 2014 meeting. Ms. Jana Hixson made the motion, and Will Telfer seconded it. The motion was unanimously approved.

**University Committee Reports:**

**Faculty Senate:**
Mr. Tarbell provided the following narrative:
The Faculty Senate met on Tuesday, November 11, 2014. At the meeting, Judge Starr was in attendance and offered some updates to the Faculty Senate, related to the current endowment and on-going conversations about intercollegiate athletics. Dr. Todd Still shared updates regarding the Executive Vice President and Provost Search timeline and future steps during the process. The Senate discussed faculty evaluations, as well as, the course evaluation process.

**PID (Public Improvement District):**
Mr. Hill updated the Staff Council on the work of the PID committee, a team committed to enhancing the Baylor-Waco partnership. This semester the committee has engaged in conversations regarding the Baylor game-day experience, with specific focus on downtown business engagement. Additionally, the PID group announced that the low DASH (Downtown Area Shuttle) ridership and the future of the DASH shuttle service between Baylor and downtown Waco will continue to be evaluated and reassessed.
**Campus Diversity:**
Report shared by Julie Stelley. The Campus Diversity Committee met on December 5, 2014, and reviewed one grant application. A Diversity Enhancement Grant was awarded to the Heavenly Voices Gospel Choir, Annual Gospel Fest.

Discussion ensued concerning the Cultural Connection Celebration that will be held on February 5, 2015, in the Stone Room at the Ferrell Center. Our speaker will be Dr. Debra Harwell from the University of Houston. Dr. Harwell will speak on his recently published book, *Wednesdays in Mississippi: Proper Ladies Working for Radical Change, Freedom Summer 1964*. All faculty and staff are invited to attend.

The committee also congratulated one of its members, Pearl Beverly, on receiving the W.R. White Meritorious Service Award.

**Sustainability:**
Ms. Kay Murdock provided the following narrative:

*University Sustainability Meeting – Kay Murdock*

Dec. 16, 4:00 p.m.

*Spring 2015 Calendar*

Recycle Mania begins Feb. 1

- Project Greenway - April 22
- Creation Chapel – April 22
- Earth Day Texas Expo – April 24-26, Fair Park, Dallas

*Sustainable 2020 – Smith Gettermann charged the committee members from the various departments to begin thinking of 4-5 goals that they can move forward with for 2015 – 2020. He would like the goals to be sent to him by the end of March. The summary report verifying these goals will be published in 2015.*

**Calendar Committee:**
Ms. Kay Murdock provided the following narrative:

*University Calendar Committee Meeting - Kay Murdock*

November 19, 2015

The committee met to begin setting dates for 2017, 2018, 2019 Baylor calendars. Three members attended the meeting, but were unable to set any dates because of the lack of attendance and because the calendars will be partially contingent on the as yet unknown football schedule for the coming years.
There was a possibility mentioned that Fall Break 2015 could be moved to the last weekend in October. The committee also discussed the possibility of the administration giving the students Monday and Tuesday during the week of Thanksgiving off instead of just the one day in October.

**Staff Council Committee Reports:**

**Constitution and Bylaws:**
Ms. Sherri Honza shared a brief update to Staff Council regarding the work of the Constitution and Bylaws Committee. The committee recently reviewed and reconsidered the language in the documents related to vacancies on the Executive Team and on the Staff Council in general. The proposed changes to the documents will be presented at the 13 January 2015 meeting to be considered by the Council through a vote at the 10 February 2015 meeting.

**Service Project:**
Ms. Amy Williams, Chair of the Service Project Committee, provided the following narrative which was presented by Ms. Adrienne Conradt:

The Service Project Committee started the “Give a Bear and/or Gift-card” project on December 1, 2014. An electronic flyer was sent encouraging faculty and staff to donate a bear of any size or a gift-card of any amount from HEB or Walmart. These bears and gift-cards will be divided among four agencies that deal with families in crisis: Advocacy Center, Child Protective Services, Waco Victims Services, and the Family Abuse Center. Drop-offs are at Clifton Robinson Tower, as well as the BU Police Station. The campaign will run through December 10, 2014, with the gifts to be delivered on December 12, 2014. Vickie Schulz was added to the Service Project Committee.

Adrienne Conradt reminded and encouraged the Staff Council to participate in the Give-A-Bear campaign and announced that December 10, 2014, is the last day for the bear and gift card collection project. Additionally, Mr. Hill shared that the Louise Herrington School of Nursing had participated again in Operation Christmas Child (OCC) on their campus in Dallas. Under the leadership of De-De Henson, the campus collected 112 OCC boxes and a number of faculty and staff assisted at the processing center as part of their service experience this fall.

**Treasurer’s Report on Scholarship:**
Ms. Julie Stelley shared that as of November 30, 2014, the fund balance in the Baylor Staff Endowed Scholarship had gifts totaling $36,072.45 plus outstanding pledges of $1,235.00 = $37,307.45.

The Scholarship Committee is continuing to iron out the details for the spring fundraising drive. Final details should be available soon. Please encourage your constituents to be watching for the announcement.

A thank you letter from the most recent scholarship recipient was shared with the Council.
Old Business

Ombudsperson:
Report was shared by Sherri Honza. The committee met for their first meeting on November 20, 2014. Dominque Hill was present at the meeting to share what the next steps were in the process of presenting a proposal. The committee anticipates presenting their proposal to the Staff Council in February 2015.

Vacancies:
Dominque Hill was excited to announce that all vacancies on the Council were filled. Vickie Schulz and Rachel Levetzow were recognized as the newest members to Staff Council!

Staff Ideas/Concerns:
Mr. Hill updated the Council that conversations with committee partners continue related to previous concerns and ideas. Mr. Hill has reached out to partners to inquire about the staff concerns related to Staff Forum and STEPP Luncheons, and will provide updates as he receives them.

Mr. Hill also shared that a request had been made to reconsider the use of a shuttle service to and from Staff Forum events for staff. A motion was made to pursue the implementation of a shuttle service by Ms. Diane Haun. The motion was seconded by Ms. Sherri Honza, and the motion passed.

Adjourn:
At 11:45 am, a motion was made to adjourn the meeting by Ms. Wanda Derrick and was seconded by Mr. Britt Smith. All in favor, Mr. Hill adjourned the meeting.

Respectively submitted,
Keane Tarbell, recording for Lois Avey
Minutes of the Staff Council Meeting
Tuesday, 13 January 2015
10:30 a.m., Sid Rich 340

Present: Lois Avey, Jasmine Brown for Christi Klempnauer, Adrienne Conradt, Wanda Derrick, Sherrie Dodson, Sherill Duren, Heather Gilliam, Karen Griffiths, Diane Haun, Karly Heffner, De-De Henson, Dominque Hill, Jana Hixson, Sherri Honza, Rachel Levetzow, John Lowe, Carol McCulloch, Carol McElhannon, Carol Moyer, Kay Murdock, Pam Parshall, Gail Peterson, Mary Reinhardt, Callie Schrank, Britt Smith, Julie Stelley, Keane Tarbell, Will Telfer, Amy Williams, and Dr. Ron Beal, Faculty Senate Representative.

Absent: Andres Althoff, Heidi Boyd, Christi Klempnauer (Ms. Jasmine Brown attended in Ms. Klempnauer’s absence), Kandy Knowles, Jamie McKeown, Leslie Moore, and Eric Weeden.

Welcome
The meeting was called to order by Dominque Hill, Chair of Staff Council.

Mr. Hill welcomed the Staff Council members to the January meeting. He announced that Ms. Pam Parshall, Invocation Leader for Staff Council, would give a report and open the meeting with prayer.

Invocation
Ms. Pam Parshall encouraged council members to continue sending their prayer requests and updates. The prayer requests were announced and discussed, and then Ms. Parshall led us in prayer.

Guest Speakers
Mr. Hill welcomed and introduced the guest speaker, Dr. Reagan Ramsower, Senior Vice President for Operations & Chief Financial Officer. Dr. Ramsower shared the progress of Baylor University’s five year goals, which began in 2014 and will continue to develop through 2018. He explained university rankings and informed Staff Council that Baylor University ranked high and was popular in 2014. He also explained that Baylor has successful retention rates, that 50% of classes have less than twenty students enrolled. He also noted that the university is focused on students graduating in a timely manner so that they can join the work force or pursue a graduate degree. The university’s goal is to attain a 90% placement rate for graduated students. He stated that the buildings and facilities that are currently under construction or under renovation are in good shape. He also reported that the university’s finances are in order and encouraged all staff to view the Baylor University Pro Futuris website: http://www.baylor.edu/profuturis/. He then thanked staff members for their work and dedication to budget management.

Approval of September Minutes
Mr. Dominque Hill, Chair, called for a motion to approve the minutes of the 9 December 2014 meeting after the revision of a date adjustment. Ms. Pam Parshall made the motion, and Ms. Diane Haun seconded it. The motion passed unanimously.

University Committee Reports

Faculty Senate
Mr. Kean Tarbell provided the following narrative:

The Faculty Senate met on Tuesday, December 9, 2014. At the brief meeting, several updates were shared with the Faculty Senate, including information related to the Faculty Dining Center guidelines and expansion of the committee. Some discussion occurred on the topic of faculty evaluations by deans, as well as student evaluations. Also included in the meeting was an update related to intercollegiate athletics, specifically how Baylor is actively engaging and contributing to the national dialogue. The University is also seeking ways to enhance student athlete involvement in the Baylor experience.

Treasurer’s Report on Scholarship
Ms. Julie Stelley provided the following narrative:

As of December 31, 2014, the fund balance in the Baylor Staff Endowed Scholarship had gifts totaling $37,262.45 plus outstanding pledges of $1,070.00 = $38,332.45.

The Scholarship Committee is continuing to iron-out the details for the spring fundraising drive. We plan to kick the drive off at Spring Staff Forum on January 29, 2015 and run it through March 31, 2015. Any staff member who donates to the scholarship fund during January, February, or March will be entered into a drawing. Ten staff members will enjoy lunch with the Starrs in the President’s Suite at McLane Stadium. The date and time is still being determined.

Constitution and Bylaws
Ms. Sherri Honza provided Power Point presentation spreadsheets explaining proposed changes to the Staff Council Constitution and Bylaws. She asked council members to please see the notes at the bottom of the individual presentation sheets, which contain reasoning/rationale/etc. She also welcomed suggestions, questions, and/or comments. Mr. Dominque Hill encouraged Staff Council to send questions or comments to Ms. Honza, prior to our next meeting, and informed Staff Council that they will be voting on these proposed changes during the next meeting on 10 February 2015.

Service Project
Ms. Amy Williams proposed to include the Service Project report to the Staff Council meeting. Mr. Dominque Hill called for a motion to add the Service Project to the Staff Council meeting agenda. Ms. Jana Hixson made the motion, and Ms. De-De Henson seconded it. The motion passed unanimously and the report was presented.

Ms. Amy Williams provided the following narrative:

On December 12, 2014, we brought all of the donations to the BU Police Station to count. The grand total: 194 bears and $195 in gift cards! Thank you Chief Wigtil for letting us
house the bears and gift cards in the police station. Thank you to Kandy Knowles for the idea for the service project and for dropping off the donations to the different organizations. Below is a part of the email Kandy sent after Christmas:

“If you gave a bear for the service project, you did not just give a toy, but rather hope and peace. For a moment of time, a child can take his/her mind off of their horrible situation and focus on a gift. I loaded up the bears today, expecting to hand them off to workers that would say a quick “thank you,” and I would be on my way. What happened was just the opposite and truly touching to me. I showed up at the Advocacy Center first. I walked into the waiting room with a clear bag full of bears where I observed a little girl sitting alone and obviously in a saddened state. I opened the bag and asked if she would like a bear. Her eyes lit up, and she ran across the room. She picked out a bear and danced around the room with him. I met with the staff where I handed off the bag of bears and gift cards, and then took a pic. I learned the little girl was there for a forensic interview for her sexual abuse. As I exited to the waiting room, she was still dancing around the empty waiting room with her bear. For a moment all her pain and sadness was not a thought.”

This confirms that the small donations we make have an impact on our community in BIG ways when something as small as a bear can brighten someone’s world. Thank you to all who donated. Thank you to the Cashier’s Department for collecting in the Clifton Tower and for collecting gift cards. The service group will be meeting soon to talk about our project for Spring 2015.

Old Business
Mr. Dominque Hill informed the council that he is waiting for a follow-up concerning discrepancies in prices of food for staff members and is pursuing a resolution. Mr. Hill encouraged council members to email ideas and concerns to him or to a member of the Staff Council Executive Committee. He then thanked the committees for their hard work, support, and for making a difference.

New Business
Mr. Dominque Hill reported that he received a proposal concerning donated sick time from staff members to their staff colleagues. The proposal was concerned about what happened to the time if the recipient didn’t use all of the donation. After a brief discussion on what happens to unused donated time, he concluded that he would review the policy with Human Resources and will report to the council at a later date.

Adjourn
At 11:30 p.m., a motion was made to adjourn by Ms. Mary Reinhardt, seconded by Ms. Jana Hixson.
Mr. Dominque Hill adjourned the meeting.

Respectfully submitted,
Lois Avey, Staff Council Secretary 2014-2015
Minutes of the Staff Council Meeting  
Tuesday, 10 February 2015  
10:30 a.m., Sid Rich 340

Present: Lois Avey, Heidi Boyd, Adrienne Conradt, Wanda Derrick, Sherill Duren, Heather Gilliam, Karen Griffiths, Diane Haun, De-De Henson, Dominique Hill, Jana Hixson, Christi Klempnauer, John Lowe, Carol McCulloch, Carol McElhannon, Jamie McKeown, Leslie Moore, Carol Moyer, Kay Murdock, Pam Parshall, Gail Peterson, Mary Reinhardt, Callie Schrank, Britt Smith, Julie Stelley, Keane Tarbell, Will Telfer, Amy Williams, and Dr. Ron Beal, Faculty Senate Representative.

Absent: Andres Althoff, Sherri Dodson, Karly Heffner, Sherri Honza (Ms. Deb Penney attended in Ms. Honza’s absence), Kandy Knowles, Rachel Levetzow, Vickie Schultz, and Eric Weeden (Ms. Shelly Hass attended in Mr. Weeden’s absence).

Welcome
The meeting was called to order by Dominque Hill, Chair of Staff Council. Mr. Hill thanked the council members who attended the Staff Forum for their attendance and for representing Staff Council. He emphasized the importance of staff recognizing Staff Council members so that they know who to initiate questions and/or concerns to.

Mr. Hill welcomed the Staff Council members to the February meeting. He announced that Ms. Pam Parshall, Invocation Leader for Staff Council, would give a report, and that Ms. Mary Reinhardt would welcome the meeting with prayer.

Invocation
Ms. Pam Parshall passed out an updated Prayer Request Log and reminded council members to continue sending her updates. The prayer requests were announced and discussed and then Ms. Reinhardt led us in prayer.

Guest Speakers
Mr. Dominque Hill welcomed and introduced the guest speaker, Dr. Monique Marsh, Phycologist and Coordinator of Multicultural Services. Dr. Marsh informed Staff Council that the Counselling Center is located on the 2nd floor of the McLane Student Life Center and that there is also a “Let’s Talk Baylor University Counseling Center (BUCC) Walk-in Consultation Service.” That session is held on Wednesdays in the Student Union Building in the 3rd Floor MA Conference Room from 1:30-4:30 p.m. She defined the Counseling Center staff members’ titles, hours of operation, fees, and services provided to students, faculty, and staff. Some of the services include group therapy, counseling, student concerns, healthy boundaries, student transition. She expressed complete confidentiality in communication with all parties and encouraged council members to call with questions and concerns.

For more information, please feel free to view the website at http://www.baylor.edu/search/search.php?q=Counseling+Center&submit=
Approval of September Minutes
Mr. Dominque Hill, Chair, called for a motion to approve the minutes of the 13 January 2015, meeting. Mr. Will Telfer made the motion, and Ms. Jana Hixson seconded it. The motion passed unanimously.

University Committee Reports

Diversity
Ms. Pam Parshall provided the following narrative:

The Campus Diversity Committee met on Friday, 16 January 2015, and reviewed one grant application from the “28th Annual Association of Black Students-Black Heritage Banquet.” The grant was returned to the sender for additional information and clarification. The committee discussed and finalized plans for the 5 February 2015 Cultural Connection Celebration.

The Campus Diversity Committee met on Friday, 6 February 2015, and reviewed the additional information and clarification from the “28th Annual Association of Black Students-Black Heritage Banquet.” The grant was awarded. The committee then reviewed and awarded three additional grants: “I Hear Freedom in the Air, Black Women, Music and the Strategy of Non-Violence in the Civil Rights Campaign of 1961-1964.; “Kaleidoscope Showcase”; and “Teambuilding through Diversity Seminar.” The committee then debriefed the previous night’s event, Cultural Connection Celebration, and all agreed it was a success. Suggestions for next year’s event were also discussed.

Faculty Senate
Mr. Kean Tarbell provided the following narrative:

The Faculty Senate met on Tuesday, 13 January 2015. At the meeting, the Faculty Senate heard the proposal to consider the addition of two new committees: the Global Engagement Advisory Committee and the Baylor Council of Faculty-in-Residence. Also, the Faculty Senate passed a motion to recommend to the Provost that Senator Yancey’s position as Interim Ombudsperson be changed to a permanent position. Additionally, Senators expressed concern about Baylor’s relationship with the CVS prescription plan.

PID
Mr. Doninque Hill provided the following narrative:

The Baylor PID Committee met on Wednesday, 28 January 2015 at 1:30 pm. The main topic of discussion for the meeting involved changing 4th and 5th streets to two-way streets. After extended discussion, the committee voted to recommended changing 4th & 5th streets to two-way. The committee also discussed future changes to I-35: widening, adding lanes, increased lanes on frontage roads, removal of some ramps as well as the usefulness of bike lanes vs. on street parking. The meeting concluded with discussions about the city’s response to the university hosting the 2015 NCAA Tennis Championships.

Staff Council Committee Reports
Membership
Ms. Karen Griffiths provided the following narrative:

The Membership committee met January 20, 2015. Present were Karen Griffiths, Carol McElhannon and Sherill Duren.

The Committee went over the bylaws to ensure that the membership election process was in conformance with the constitution. We confirmed that the list of members will be rotating off Staff council and the division that they represent. We setup deadlines for the call and ending date for nominations. We also went over the wording for the email to go out to staff in the call for nominations and the nomination web page. We plan on meeting again once nominations have been submitted and discuss the next steps in the process.

Since monitoring attendance is our responsibility as well, we saw an area of the bylaws pertaining to attendance that we felt needed further clarification. I have talked with Sherri Honza about that section in the bylaws.

STEPP
Ms. Callie Schrank provided the following narrative:

The STEPP Luncheon Committee has been finalizing plans for the upcoming luncheon, which will be held at the Bill Daniels Student Union Barfield Drawing Room on Thursday, April 30, 2015, at noon with guest speaker Dr. Lori Baker, Associate Professor of Anthropology. Dr. Baker was recently nominated as a finalist for the Dallas Morning News Texan of the Year for her role as the Founder and Executive Director of the International Consortium for Forensic Identification, “Reuniting Families Project”.

She also works internationally on the recovery and identification of remains of victims of human rights violations and has assisted in the establishment of Mexico’s Missing Nationals Abroad database. She has been an invited speaker in many national and international venues such as at the Peace Palace in The Hague as part of the International Commission on Missing Persons Conference and Amnesty International. She has performed forensic DNA analysis of over 350 skeletal cases from 2003-2012 of missing persons for the U.S., Mexico, Dominican Republic, Guatemala, Peru, and Honduras resulting in the identification of over 70 individuals. Her work has been featured in *Discovery Magazine, National Geographic, NPR, The Washington Post, USA Today*, MSNBC, *The Wall Street Journal*, and other media outlets.

In keeping with the theme of “Putting Waco on the Map,” her forensic work has certainly helped to do just that. The Committee is working to finalize the lunch option, so event registration will be available in the near future.

Treasurer’s Report on Scholarship
Ms. Julie Stelley provided the following narrative:

As of 31 January 2015 the fund balance in the Baylor Staff Endowed Scholarship had gifts totaling $37,362.45 plus outstanding pledges of $995.00 = $38,357.45. The Scholarship Committee is excited that the Scholarship Fund Raising Drive was kicked off last Thursday at the Spring Staff Forum. Any staff member who donates to the scholarship fund during January, February, or March will be entered into a drawing. Ten staff members will enjoy lunch with the Starrs in the President’s Suite at McLane Stadium on 07 May 2015. The drawing may be held at the STEPP luncheon in April, depending on the timing.
Service Project
Ms. Amy Williams provided the following narrative:

On Wednesday, February 4, 2015, the Service Project Team met to discuss our upcoming spring project. Previously, on Monday, February 2, 2015, Amy met with Jane Bounds and Clifford Reece, founders of “Pack of Hope” to discuss ways that Staff Council can help meet the needs of their organization. They are thrilled that the Council wants to be involved and expressed that the attention will only shed more light on the poverty crisis in schools. The Service Committee decided on the theme “Tell Hunger to Take a Hike,” given the food is placed in backpacks. We will be asking Baylor employees to donate small food items requested by the organization. The email to the university will go out on Tuesday, March 17, 2015, with the food drive campaign ending on Tuesday, March 24, 2015, with a fun “Outdoor/Hiking” theme for the drop-off site. Amy will be talking to “Outdoor Waco” and other outdoor focused businesses about donating prizes to be drawn for the day of the drop-off. Staff members and University employees who donate will be able to put their name in a drawing for prizes. We will send out sign-up sheets that will include email addresses and distribute them in areas across campus. Baylor employees can also go the Pack of Hope website to make monetary donations.

Pack of Hope is a non-profit organization, established over three years ago by Clifford Reece and Jane Bounds. Clifford works for Sodexo Foods, which handles food service for Waco Schools. Jane is a long-time volunteer in Waco organizations. They saw a great need for school kids who were going hungry from Friday to Monday and wanted to fill that need. They have no paid employees but have a board and advisory board made up of local business men and women. By helping to feed these kids, we may be feeding future Baylor Bears and assisting them with chances to succeed beyond their imagination! 212 backpacks were issued the first week in 2011, and by June 2013 the number increased to 620. As of January 2015, the number has grown to 968 backpacks. Grocery bags are filled every Wednesday morning and put into the child’s backpack at 7:30 a.m., and the backpacks are discreetly distributed by school volunteers or employees on Fridays. All students from PreK-through-12th grade, who are identified as needing this assistance, are helped. At this time, sixteen of the eighteen school districts in McLennan County are partnering with the organization. Midway runs an internal program. Hunger is a growing problem, and “Pack of Hope” is working tirelessly to ensure that children are fed.

Spirit Shirt
Ms. Heather Gilliam provided the following narrative:

The committee co-chairs met with Dominque with regarding what vendor was used for Staff Council shirts in the past and what budget was allotted for Council member shirts. With this information, we reached out to vendors and received catalogs for selections review. The options have been narrowed down, and an email will be sent to new Staff Council members this week to select their preferred shirt style. We also discussed having a spring shirt sale by offering a light polo for spring/summer and moving up the fall sale so that staff would receive their selected items early in the fall semester. We plan to have the committee meet to further discuss these recommendations.

Website
Mr. Will Telfer provided the following narrative:
The Staff Council website has been updated to reflect the adaptive template that many other Baylor sites are using. This makes viewing on any size screen from a mobile device to your computer a much better experience. If you notice any pages not displaying correctly in the new template, please let me know.

**Constitution and Bylaws**

Ms. Carol Moyer provided the following narrative:
The Constitution & Bylaws Committee presented the recap of the proposal for voting on the changes to the Constitution and Bylaws concerning clarification on Vacancies and asked the Chair of the Executive Council, Mr. Dominque Hill, to present the proposed changes for a vote to the Staff Council. The vote was unanimous to accept the changes.

**Vacancies**

Mr. Dominque Hill, Chair of Staff Council, announced that the council currently has a vacancy in Athletics and is currently looking to fill that position.

**Staff Ideas/Concerns**

Mr. Dominque Hill reported that he and Mr. Keane Tarbell are continuing to work with the Human Resources Department concerning discrepancies in prices of food for staff members.

Mr. Hill also reported that he received a proposal that everyone who approves hourly staff members’ timecards be sent an email reminder that all timecards must reflect the actual time worked. The staff member expressed concerns of being expected to frequently work during a scheduled non-paid lunch hour with tasks presented to them at or after 12:00 p.m., and after 5:00 p.m. While an approver may prefer a timecard that is considered clean and easily read, it may not accurately present the information: Example 8-12 and 1-5 daily. After an extended discussion, a motion was made by Mr. Dominque Hill, seconded by Mr. Will Telfer, that Staff Council request that the Human Resources Department send a reminder email to all appointed approvers of the Fair Labor Standards Act: Wages and Hour Laws. The motion passed unanimously to proceed.

**Adjourn**

At 11:40 p.m., a motion was made to adjourn by Ms. Mary Reinhardt, seconded by Mr. John Lowe.
Mr. Dominque Hill adjourned the meeting.

*Respectfully submitted,*

*Lois Avey, Staff Council Secretary 2014-2015*
Minutes of the Staff Council Meeting
Tuesday, 17 March 2015
10:48 a.m., Hankamer 104

Present: Andrew Althoff, Lois Avey, Adrienne Conradt, Wanda Derrick, Sherri Dodson, Sherill Duren, Heather Gilliam, Karen Griffiths, Diane Haun, Dominque Hill, Sherri Honza, Christi Klempnauer, John Lowe, Carol McCulloch, Jaime McKeown, Leslie Moore, Carol Moyer, Kay Murdock, Pam Parshall, Gail Peterson, Callie Schrank, Vickie Schulz, Britt Smith, Julie Stelley, Keane Tarbell, Will Telfer, Eric Weeden, Amy Williams, and Dr. Ron Beal, Faculty Senate Representative.

Absent: Heidi Boyd (Ms. Erica Johnson attended in Ms. Boyd’s absence), Karly Heffner, De-De Henson, Jana Hixson, Kandy Knowles, Rachel Levetzow, Carol McElhannon (Ms. LuAnn Pickens attended in Ms. McElhannon’s absence), Mary Reinhardt (Ms. Michelle McCaig attended in Ms. Reinhardt’s absence).

Welcome
The meeting was called to order by Dominque Hill, Chair of Staff Council. Mr. Hill apologized for the meeting delay and the last minute change in the meeting room from Sid Richardson 340 to Hankamer 104. He explained that there was a discrepancy in the room schedule and thanked the council members for quickly adjusting.

Mr. Hill welcomed the Staff Council members to the March meeting. He announced that Ms. Pam Parshall, Invocation Leader for Staff Council, would give a report and that Ms. Sherri Honza would welcome the meeting with prayer.

Invocation
Ms. Pam Parshall distributed an updated Prayer Request Log and reminded council members to continue sending her updates. The prayer requests were announced and discussed, and then Ms. Honza led us in prayer.

Guest Speakers
Mr. Dominque Hill welcomed and introduced two guest speakers, Mr. Jeremy Everett, Director of Texas Hunger Initiative, and Mr. Richard Amos, Director of Compensation and Benefits. The first speaker was Mr. Jeremy Everett. He informed Staff Council that the Texas Hunger Initiative (THI) started in 2009 and encouraged council members to research the project. He shared experiences of previously living and working in inner-city neighborhoods for about fifteen years and witnessing poverty, food insecurities, and adversities. He encouraged the council members to become advocates for other faculty and staff in learning about and supporting this focused project to help eliminate hunger in the state of Texas. For more information, please feel free to view the website at http://www.baylor.edu/texashunger/
The second speaker was Mr. Richard Amos. He passed out a printed copy of the Baylor University Human Resources Maternity & Primary Caregiver Leaves policy website. He explained that mother-friendly worksite and family support changes have been made and he encouraged the council to view the detailed and updated policy information. For more information, please feel free to view the website at http://www.baylor.edu/hr/index.php?id=871357

Approval of February Minutes
Mr. Dominque Hill, Chair, called for a motion to approve the minutes of the 10 February 2015 meeting. Ms. Carol McCulloch made the motion, and Mr. Eric Weeden seconded it. The motion passed unanimously.

University Committee Reports

Diversity
Ms. Pam Parshall provided the following narrative:

The Campus Diversity Committee met on Friday, 6 March 2015 and reviewed five grant applications. The committee awarded two grants, Global BU Vision and More Than We Can Bear. The Campus Diversity Committee is currently accepting nominations for the 2015 Diversity Enhancement Award. The deadline for submission is 1 April 2015.

Faculty Senate
Mr. Kean Tarbell provided the following narrative:

The Faculty Senate met on Tuesday, 10 February 2015. At the meeting, the Faculty Senate discussed and made recommendations as to what representation on the Council of Global Engagement might look like. Additionally, the Senate discussed the grade change policy and how to make the process more user-friendly for faculty and students alike. The Senate also drafted and passed a resolution opposing the passage of concealed carry legislation.

PID
Mr. Doninque Hill provided the following narrative:

The Baylor PID Committee met on Wednesday, 24 February 2015 at 1:00pm. The main topic of discussion for the meeting concerned innovative ideas that would improve downtown while benefiting both the university and local businesses. The discussion also included ideas about how the downtown area could attract more students.

Staff Council Committee Reports

Membership
Ms. Karen Griffiths provided the following narrative:

The Membership committee met 20 January 2015. Present were Karen Griffiths, Carol McElhannon, and Sherill Duren. The Committee went over the bylaws to ensure that the membership election process was in conformance with the constitution. We confirmed the list of which members will be rotating off Staff council and which division they represent. We setup deadlines for the call for nominations and the ending date for nominations. We went
over the wording for the email to go out to staff in the call for nominations and the nomination web page. We will meet again once nominations have been submitted and discuss the next steps in the process. Since monitoring attendance is our responsibility as well, we saw an area of the bylaws pertaining to attendance that we felt needed further clarification. I have talked with Sherri Honza about that section in the bylaws.

**STEPP**

Ms. Callie Schrank provided the following narrative:

The STEPP Luncheon Committee has been finalizing plans for the upcoming luncheon, which will be held at the Bill Daniels Student Union Barfield Drawing Room on Thursday, 30 April 2015, at noon with guest speaker Dr. Lori Baker, Associate Professor of Anthropology. Dr. Baker was recently nominated as a finalist for the *Dallas Morning News* Texan of the Year for her role as the Founder and Executive Director of the International Consortium for Forensic Identification, “Reuniting Families Project.” In keeping with the theme of “Putting Waco on the Map,” her forensic work has certainly helped to do just that. The Committee is working to finalize the lunch option so that event registration can begin as soon as possible. Keane Tarbell briefly explained the impact of the new Human Resources learning management system on the Luncheon registration process. After brief discussion, the Committee agreed that participants attending the Luncheon would not be given the option to register with or without a meal. All participants will be charged the same fee for event attendance.

**Treasurer’s Report on Scholarship**

Ms. Julie Stelley provided the following narrative:

As of 28 February 2015 the fund balance in the Baylor Staff Endowed Scholarship had gifts totaling $38,457.45 plus outstanding pledges of $2,050 = $40,507.45. The Scholarship Committee would like to remind everyone about the fundraising drive that was kicked off in January at the Spring Staff Forum. Please encourage your constituents to consider making a donation to the Fund! All staff members who donate to the fund between 1 January 2015 and 31 March 2015 will be entered into a drawing to have lunch with the Starrs in the President’s Suite at McLane Stadium on 7 May 2015. The drawing will be held at the STEPP luncheon on 30 April 2015.

**Service Project**

Ms. Amy Williams provided the following narrative:

We are launching our Service Project today, “Tell Hunger to Take a Hike.” We would like to thank Jessica Williams in Student Activities for helping create the flyer for our project. We would also like to thank Barefoot Campus Outfitters and Bicycle World Waco (formerly Outdoor Waco), for donating prizes for the giveaways. Starting today all departments will be collecting food items listed on the flyer for Pack of Hope. On Tuesday, 24 March 2015, all donations will need to be dropped off at the Student Union Building in the lobby in front of Freshii’s from 12-1:00 PM. Representatives from Pack of Hope will be there to greet donors. There will be prize slips available for people to put their names in for the drawing. Winners will be notified on 25 March 2015. We encourage people to contact anyone on the Service Project Team if there is help needed with any pickups. Most importantly, together we make a difference, so we encourage all departments to get involved. On behalf of the team Kandy Knowles, Adrienne
Conradt, Eric Weeden, Vickie Schulz, Kay Murdock, and myself (Amy Williams) we thank you for your support!

**Ombudsperson**

Ms. Sherri Honza provided the following narrative:

We are proofing and tweaking the final proposal document now among the group and will submit to Dominque for submission to Reagan Ramsower.

**Constitution and Bylaws**

Ms. Sherri Honza provided the following narrative:

Due to a request for clarification in meaning for proxy attendees and membership requirements by members, we will be presenting the following changes to Staff Council for review in anticipation of an April vote:

**Constitution/Article II. Composition/Section 4. Attendance**

Current:

In instances where absences cannot be avoided, a representative may be sent by the absent member. This representative shall not be counted for quorum purposes and shall not vote on issues at hand. Excessive absence shall be -three missed meetings in an academic year and shall generate an immediate review by the Membership Committee.

Suggested Change:

Excessive absences shall be three missed meetings in an academic year and shall generate an immediate review by the Membership Committee. In instances where absences cannot be avoided, a representative may be sent by the absent member, and shall not be counted for quorum purposes, shall not vote on issues at hand, and does not fulfill the staff member’s obligation.

For Executive Committee Tomorrow: I'd like to discuss the proposal in general and some thoughts we've had as a group.

**Staff Ideas/Concerns**

Chair Hill reported that he is continuing to communicate with Sheryl Gochis, Associate Vice President for Human Resources, concerning discrepancies and options in prices of food for staff members. He also reported that he is currently working with Brian Nicholson, Vice President for facilities, for an exclusive area reserved for staff to use during the lunch hour. He explained that giving staff an option is the top priority but would cause more exertion for payroll. He explained that a secluded place for staff to have lunch and the choice of all staff being able to use the McMullen-Connally Faculty Center may go hand-and-hand. Mr. Richard Amos, Director of Compensation and Benefits, explained that changing where faculty and staff go for meals will effect Baylor’s arrangement with Aramark.

Chair Hill announced that he is conversing with Human Resources for the most resourceful procedure to remind all timecard approvers that all time worked during the lunch hour and after 5:00 p.m. is documented and compensated correctly.
Chair Hill informed Staff Council of a new issue concerning roll-over funds from Flexible Spend Account (FSA) brought to the council. Recently Baylor was given the option for faculty and staff to roll over up to $500.00, opposed to the current option of a grace period from 1 January-to-15 March of the following year to expend remaining funds. After inquiring if both options were possible, Mr. Richard Amos, Director of Compensation and Benefits, explained that changing the policy would create confusion and that the decision was made to continue with the original policy. He advised the council to use all available funds by looking at options and examining their claims throughout the year. He explained that this is a very useful tax-effective benefit.

For more information, please feel free to view the website at https://www.baylor.edu/hr/index.php?id=79943

Adjourn

At 11:50 p.m., a motion was made to adjourn by Mr. Eric Weeden, seconded by Ms. Diane Haun. Mr. Dominque Hill adjourned the meeting.

Respectfully submitted,

Lois Avey, Staff Council Secretary 2014-2015
Minutes of the Staff Council Meeting  
Tuesday, 21 April 2015  
10:38 a.m., Sid Rich 326


Absent: Heidi Boyd, Karly Heffner, Jana Hixson, Kandy Knowles, Jaime McKeown, Pam Parshall (Ms. Cindy Todd attended in Ms. Parshall’s absence), Eric Weeden, and Dr. Ron Beal, Faculty Senate Representative

Welcome
The meeting was called to order by Dominque Hill, Chair of Staff Council. Chair Hill welcomed the Staff Council members to the April meeting. He announced that Ms. Pam Parshall, Invocation Leader for Staff Council, is out today. Ms. Dianna Haun will be going over the prayer request list and Kean Tarbell will welcome the meeting with prayer.

Invocation
Ms. Diane Haun distributed an updated Prayer Request Log and reminded council members to continue sending Ms. Pam Parshall updates. The prayer requests were announced and discussed, and then Mr. Tarbell led us in prayer.

Approval of February Minutes
Mr. Dominque Hill, Chair, called for a motion to approve the minutes of the 17 March 2015 meeting. Ms. Diane Haun made the motion, and Mr. Britt Smith seconded it. The motion passed unanimously.

University Committee Reports

Diversity
Ms. Pam Parshall was unable to attend the meeting. The report was given by Ms. Julie Stelley, and Ms. Pam Parshall provided the following narrative:

The Campus Diversity Committee met on Friday, 10 April 2015. The committee discussed the nominees for our annual Diversity Enhancement Award. A winner was selected and will be announced at the Fall Forum in September 2015. Discussion ensued regarding the New Faculty and Staff Reception that our committee will co-chair with President and Chancellor Kenneth Starr, and the First Lady, Alice Starr, on 8 September 2015.

Spiritual Life Advisory
The report was given by Ms. Julie Stelley, and Ms. Pam Parshall provided the following narrative:

The Spiritual Life Advisory Committee met on 7 April 2015 to discuss the bi-annual “Lift Up Your Hearts” service. The service of prayer and worship for the Baylor family will be held on 4 May 2015 at 11:00 a.m. in the Truett Seminary Chapel. Dr. Angela Reed has agreed to offer the message. A formal invitation will be emailed shortly.

Staff Council Committee Reports

STEPP
Ms. Callie Schrank provided the following narrative:

The STEPP Luncheon Committee met on Monday, 20 April 2015 to finalize logistics for the upcoming luncheon. It will be held at the Bill Daniels Student Union Barfield Drawing Room on Thursday, 30 April 2015 at noon with guest speaker Dr. Lori Baker, Associate Professor of Anthropology. Approximately 150 participants have registered, but registration is still open. Dr. Baker was recently nominated as a finalist for the Dallas Morning News “Texan of the Year” for her role as the Founder and Executive Director of the International Consortium for Forensic Identification and its Reuniting Families Project. She works internationally on the recovery and identification of remains of victims of human rights violations and has assisted in the establishment of Mexico’s Missing Nationals Abroad database. She has been invited to speak in many national and international venues, such as at the Peace Palace in The Hague, the International Commission on Missing Persons Conference, and Amnesty International. She has performed forensic DNA analysis of over 350 skeletal cases from 2003-2012 of missing persons for the U.S., Mexico, Dominican Republic, Guatemala, Peru, and Honduras resulting in the identification of over 70 individuals. Her work has been featured in Discovery Magazine, National Geographic, NPR, The Washington Post, USA Today, MSNBC, The Wall Street Journal, and other media outlets. In keeping with the theme of “Putting Waco on the Map,” Dr. Baker’s forensic work has certainly helped to do just that.

Treasurer’s Report on Scholarship
Ms. Julie Stelley provided the following narrative:

As of 31 March 2015 the fund balance in the Baylor Staff Endowed Scholarship had gifts totaling $39,317.45 plus outstanding pledges of $2,265 = $41,582.45. The fund grew by $3,250.00 during the fund-raising drive. The Scholarship Committee would like to thank all staff members who donated to the scholarship fund during the January-through-March fund raising drive. Those folks will be entered into a drawing to have lunch in the President’s Suite at McLane Stadium with the Starrs on 7 May 2015. The drawing will be held at the STEPP luncheon on 30 April 2015.

Service Project
Ms. Amy Williams provided the following narrative:

The Spring Campaign for Pack of Hope started on 17 March 2015 ending on 24 March 2015. Donations were collected from all across campus with the weight of food totaling at over 850 lbs. Pack of Hope representatives were present on 24 March 2015 to receive donations and the rest were dropped off the following week. Jane Bounds and Clifford Reece, Pack of
Hope directors, were thrilled with the turn-out and requested that Baylor partner with them again to help fill the “Pack of Hope” pantry. Julie Stelley and Amy Williams volunteered on Wednesday, 25 March 2015 to pack the bags. The experience was very rewarding and the Service Team encourages anyone who is interested in helping to contact Clifford Reece. The packing starts at 7:20 AM and the bags are packed by 8:00 AM. We would like to say “Thank You” to all who supported this effort and encouraged donations in departments and schools all over campus. We would also like to thank the Barefoot Campus Outfitters and Bicycle Waco for the donations of prizes.

**Guest Speaker**
Chairman Hill welcomed and introduced the guest speaker, Dr. Mark Bryant, Assistant Director of International Student and Scholar Services. Dr. Bryant thanked the council for the opportunity to speak. He explained how new hires and changes in the International Educational Department have expanded the program in population and success. He also explained how staff members work in welcoming International students, processing paperwork, and help them get settled in; International Students' arrival can be a difficult process. The program currently supports 458 Undergraduate International Students and 225 Graduate International Students from seventy-five different countries. He explained how these students are divided into two different categories: Degree Seeking Students with long term American college expectations, and short term Exchange Students. Dr. Bryant explained the importance of students acquiring the visa, as well as the challenges that are present during the process. He stated that Ms. Melanie Smith, the International Student Relations Coordinator, is always available to answer questions and concerns. He explained that the PAWS program pairs international students with families, other international students, and domestic students to help them acclimate and succeed. The PAWS program invites families and college peers to attend functions and holidays together, but does not encourage living arrangements. The sign-up for the program is August-through-October. For more information, please feel free to visit the website at:
http://www.baylor.edu/search/search.php?area=&q=CIE&x=0&y=0
http://www.baylor.edu/search/search.php?area=&q=CGE&x=0&y=0
http://www.baylor.edu/search/search.php?area=&q=Mark+Bryant&x=0&y=0

**Staff Ideas/Concerns**
A private paper ballot vote was held during the 21 April 2015 Staff Council meeting to elect the chair, chair-elect, and secretary positions. After the individual ballots were counted it was announced that Mr. KeaneTarbell was voted Chair, Mr. Will Telfer, Chair-elect, and Ms. Christi Klempnauer, Secretary.

Chair Hill reported that he is continuing to communicate with Sheryl Gochis, Associate Vice President for Human Resources, concerning discrepancies and options for the prices of food for staff members.

He announced that the next meeting will be in Cashion 110 from 10:30-11:30, then the council will have lunch with President and Chancellor Ken Starr and Mrs. Starr at their residence, Allbritton House, to honor the members for their services.
Adjourn

At 11:53 p.m., a motion was made to adjourn by Ms. Diane Haun, seconded by Ms. Sherill Duren.
Mr. Dominque Hill adjourned the meeting.

Respectfully submitted,
Lois Avey, Staff Council Secretary 2014-2015
Minutes of the Staff Council Meeting
Tuesday, 12 May 2015
10:30 a.m., Cashion 110

Present: Lisa Asher, Lois Avey, Patricia Black, Heidi Boyd, Lamar Bryant, Renee Cluke, Adrienne Conradt, Wanda Derrick, Sherri Dodson, Sherill Duren, Heather Gilliam, Karen Griffiths, Diane Haun, Dominque Hill, Jana Hixson, Sherrie Honza, Christi Klempnauer, Jenna Lane, Rachel Levetzow, Carol McElhannon, Lori McNamara, Leslie Moore, Carol Moyer, Pam Parshall, Clint Patterson, Gail Peterson, Callie Schrank, Vickie Schulz, Anna Shaw, Britt Smith, Julie Stelley, Keane Tarbell, Will Telfer, Amy Williams, and Dr. Ron Beal, Faculty Senate Representative

Absent: Andrew Althoff, Courtney Childress, Janet Green, Karly Heffner, De-De Henson, Kandy Knowles, John Lowe, Carol McCulloch, Jaime McKeown, Kay Murdock, Lauren Phillips, Mary Reinhardt, and Eric Weeden,

Welcome
The meeting was called to order by Dominque Hill, Chair of Staff Council. Chair Hill welcomed and introduced the new council members to the final 2014-2015 meeting. He introduced himself as the outgoing chair and welcomed Mr. Keane Tarbell as the incoming chair for the 2015-2016 fiscal year. He announced that Mr. Will Telfer is the current chair-elect and that Dr. Ron Beal, current Faculty Senate representative for Staff Council, is now appointed the upcoming chair for Faculty Senate. Dr. Byron Newberry, Chair-elect for Faculty Senate, will serve as the Faculty Senate Representative for Staff Council during the 2015-2016 term. Chair Hill then thanked the council members for their services and stated that it has been a very productive year.

Invocation
Ms. Pam Parshall welcomed new members and asked that prayer requests be emailed to her. She passed out an updated Prayer Request Log. After all requests were announced and discussed, Chair Hill led us in prayer.

Approval of April Minutes
Mr. Dominque Hill, Chair, called for a motion to approve the minutes of the 21 April 2015 meeting. Ms. Amy Williams made the motion, and Ms. Pam Parshall seconded it. The motion passed unanimously.

University Committee Reports

Faculty Senate
Mr. Keane Tarbell provided the following narrative:
The Faculty Senate met April 21, 2015. During the meeting the Senate passed a proclamation honoring Diana Garland for her service to Baylor as Founding Dean of the School of Social Work. The Nominating Committee was announced and the recommendations by the
Reapportionment Committee were passed. The Senate also discussed the future of the NCAA and decided to draft a letter requesting that faculty representation be part of any future commission. A brief discussion on the honorary degrees process was discussed.

Baylor PID
Mr. Keane Tarbell provided the following narrative:

The Baylor/PID Committee met April 29, 2015, on the 3rd floor of City Hall. It was announced that the Friday Night DASH (shuttle between Baylor and downtown) has been discontinued due to low ridership. The weekly DASH will continue, as the city desires to partner with area housing complexes. The committee had high praise for the year highlighting the addition of new banners downtown and lessons learned about game day impact on downtown. For next year, the committee expressed a desire to reengage college/young adults in downtown development and discussed the idea of forming a task force to continue these efforts.

Faculty and Student Life Services
Mr. Keane Tarbell provided the following narrative:

The Faculty Committee on Student Life & Services met on April 28, 2015. The Committee heard various Student Life updates including the announcement of new student body officers, the various events for graduating seniors, an update on student well-being, and some updates related to the opening of Elliston Chapel and upcoming renovations to Penland, and Memorial Residential Restaurant. The bulk of the meeting was a discussion on Diadeloso and the factors that are being considered in regards to the future of the tradition.

Staff Council Committee Reports

STEPP
Ms. Callie Schrank provided the following narrative:

Ms. Callie Schrank reported that the STEPP Luncheon on Thursday, April 30, 2015, in the Bill Daniels Student Union Barfield Drawing Room with guest speaker Dr. Lori Baker, Associate Professor of Anthropology, was a great success. Dr. Baker was recently nominated as a finalist for the Dallas Morning News Texan of the Year, for her role as the Founder and Executive Director of the International Consortium for Forensic Identification, “Reuniting Families Project.” In keeping with the theme of “Putting Waco on the Map,” her forensic work has certainly helped to do just that. The 163 guests who registered for the event were privileged to hear about the compelling and powerful work that is truly making a difference to those on the Texas-Mexico border and beyond.

Treasurer’s Report on Scholarship
Ms. Julie Stelley provided the following narrative:

I do not have an update to the fund balance for the April 2015 meeting, but hope to present it to the committee as soon as possible. The Scholarship Committee would like to thank all the staff members who donated to the scholarship fund during the fund-raising drive January 2015 through March 2015. The
committee drew the winners of the luncheon with Judge Starr at the end of the STEPP luncheon, Thursday, April 30, 2015. Those winners will enjoy lunch next week in the President’s Suite with Judge Starr and Tommye Lou Davis.

Adjourn

At 11:30 p.m., a motion was made to adjourn by Ms. Jana Hixon, seconded by Ms. Wanda Derrick.
Mr. Dominque Hill adjourned the meeting.

Respectfully submitted,
Lois Avey, Staff Council Secretary 2014-2015