MINUTES OF THE STAFF COUNCIL MEETING
Tuesday, April 13, 2021
10:30 A.M. Zoom Video Conference

Members Present: Bailey, Ashleigh; Black, Kimberly; Brinser, Krista; Diaz-Espinoza, Crystal; Dutschmann, Deidra; Estepp, Michael; Ettinger, Lilly; Ferguson, Melanie; Fisher, Amanda; French, Gina; Glass, Alexcis; Griggs, Geoffrey; Haberman, Donna; Hand, Mike; Haynes, Nick; Hendrickson, Toshia; Humphries, Mariah; Kruse, Ronda; Mathis, Jarrod; McCormick, Drew; McCulloch, Carol; McNamara, Lori; McSpadden, Erin; Price, Nicci; Ray, Denise; Rylander, Amy; Scott, Laura; Shoemaker, Rick; Sumrall, Laura; Tebo, Aaron; Telep, Andrew; Wheelis, Meaghann.

Welcome

Donna Haberman

The meeting was called to order at 10:30 a.m. on April 13, 2021, by Donna Haberman.

Prayer Requests & Invocation

Jarrod Mathis

Jarrod Mathis led the group in prayer request and invocation.

Guest Speaker

Sinda Vanderpool and Lynn Wisely

Low Income Student Success

Low income students are often defined by those who are Pell eligible. Baylor also defines low income as those with a family income less than $65,000.

Overall, retention rates are lower for low income students as compared to their counterparts. Baylor has a higher proportion of Pell eligible students as compared to other private institutions, and the retention rates for Pell students are lower at Baylor. Low income students report less certainty with finances and higher levels of stress in their first semester as compared to their counterparts.

The goal of the Low Income Student Success Committee is to reduce the gap in six-year graduation rates from 15% to 5% by 2027 (Fall 2021 entering class). Current efforts include student outreach, raising funds for textbooks, The Store student food pantry, and the free farmer’s market. The committee are also working with faculty to identify lower-cost and free textbook/class material options. The University has committed to supporting more financial need for Pell students to better serve them.

Old Business

March minutes

A motion was made to approve the March minutes by Rick Shoemaker and was seconded by Denise Ray.

New Business

Elections results

Elections for 2021-22 have closed and new members were announced. Newly elected members will join the May meeting.

Executive committee positions – deadline May 5th

The two elected positions, Chair-Elect and Secretary, are open for 2021-22. Appointed positions include Chaplain, Parliamentarian, Treasurer, and Website Coordinator. Anyone interested in one of these positions should contact an Executive Committee member by May 5th.

Next Staff Council Meeting:
Tuesday, May 11th
· Staff evaluations and merit
  · Staff evaluations are in process. Merit increases can occur this year and will take effect as of August 1 to align with the faculty merit calendar.
· Committee service for next year
  · Members returning in 2021-22 should consider which Staff Council and University committees they would like to serve on next year. Donna will share a summary of the committees and how often they meet.

Staff Council Committee Reports
· Constitution & Bylaws    Nick Haynes
  · The committee are discussing if staff should be able to vote for people outside of their divisions for Staff Council representatives, as well as re-assessing divisions to potentially separate Academic Affairs into smaller groups and break up ITS and Libraries. Contact Nick Haynes with feedback or suggestions.
· Marketing & Communication    OPEN
  · If you are interested in chairing this committee please contact Nicci Price or Donna Haberman.
· Membership    Meaghann Wheelis
  · The committee are working to recognize new and exiting members in the May meeting.
· Service    Deidra Dutschmann and Amy Rylander
  · The committee will discuss ways to partner with Faculty Senate about The Store and the textbook program.
· Spirit Shirts    Lilly Ettinger
  · No updates
· STEPP Luncheon    Brenda Higginbotham
  · STEPP Luncheon was held virtually April 1.
· Treasurer and Scholarship    Amanda Fisher
  · Endowed scholarship totals equal $57,350 with outstanding pledges of $405. Thank you notes were written to scholarship donors from the past year.

University Committee Reports
· Bookstore Advisory    Lilly Ettinger
  · No updates
· Calendar    Erin McSpadden
  · No updates
· Campus Diversity    Geoffrey Griggs
  · No updates
· Faculty Senate    Nicci Price
  · An endowed fund will be created in partnership with Staff Council to raise funds for The Store. Staff Council may explore additional options to raise funds for textbooks.
· Health    Laura Sumrall
  · No updates
· HR Advisory    Jarrod Mathis
  · No updates

Next Staff Council Meeting:
Tuesday, May 11th
· Libraries/ITS
  • The committee discussed ways the Libraries/ITS can be more transparent. A new exhibit from Trinity Oliver is available at the library for viewing.

· Spiritual Life Advisory
  • No updates

· Student Life
  • No updates

· University Grievance
  • No updates

· University Policy
  • The staff teaching policy will not include Staff Council comments at this time.

Department Spotlight
  • Donna Haberman, Risk and Compliance
  • Risk and Compliance oversees and mitigates risk for the University. This includes (but is not limited to) domestic travel, special events, and driving a Baylor-owned vehicle. All travel should go through the Travel Authorization Form (TAF). Drivers need to be approved annually in the Fall and a recent change is that all drivers need to complete training.
  • Staff Council can provide support by being aware of policies and keeping others informed as well as considering potential risks before an event or travel.

April Birthdays
  Happy birthday to April birthdays!

Adjourn
  The meeting was adjourned at 11:48 a.m. by Donna Haberman.