



Baylor University  
STAFF COUNCIL

**MINUTES OF THE STAFF COUNCIL MEETING**

*February 14, 2023 at 10:30am, Sid Richardson 340*

**Members Present:** Bailey, Ashleigh; Barker, Amos; Becker, Meghan; Bickenbach, Jared; Black, Kimberly; Branson, Jenny; Chavez, Cynthia; Cowan, Tranquility; Derry, Chelsea; Diaz-Espinoza, Crystal; Dudik, Katie; Ehlers, Libby; English, Lexi; Estep, Michael; Gardell, Reese; Gibson, Brett; Hendrickson, Tosha; Hoke, Lori; Holland, Amanda; Honza, Sherri; Huntington, Andy; Jamshidi, Ida; Johnson, Jenifer; King, Hannah; Kirby, Lauren; Lynch, Sara; McCulloch, Carol; McSpadden, Erin; Morgan, Janna; Muhl, Lauren; Ramirez, Daniel; Ray, Denise; Rogers, Keegan; Shoemake, Rick; Telep, Andrew; Whiting, Luke

**Bible verse –**

*Know therefore that the Lord your God is God; he is the faithful God, keeping his covenant of love to a thousand generations of those who love him and keep his commandments.*

*Deuteronomy 7:9*

**Welcome**

Crystal Diaz-Espinoza

Meeting was called to order by Crystal Diaz-Espinoza at 10:36am, with Kimberly Black facilitating Zoom platform where many members joined virtually.

**Prayer Requests & Invocation**

Denise Ray

**Old Business**

- January Minutes Crystal Diaz-Espinoza  
Rick Shoemake made a motion to approve the January minutes, motion was seconded by Luke Whiting, motion carried.
- HR Updates Crystal Diaz-Espinoza  
Staff ombudsperson concerns were shared with HR and the conversation not over. We (Staff Council) want to find out if there is someone else to present information to instead of HR. Crystal will keep the Council posted on additional updates. HR has created a website to show employees where they can go for help on website - **Manage and Lead --> Contacts & Resources --> Workplace Concerns and Disclosures** – in the meantime.

Update regarding elections – The Council will have the following positions open for the upcoming academic year - Chair-elect and Secretary.

Difference between faculty and staff forums - Kristina Campos-Davis agreed to invite staff to faculty meeting so staff can be in the room for university business - next meeting is Feb 21<sup>st</sup> and all staff will receive an invitation to the virtual meeting.

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There is a staff vacancy on university committee for Benefits; members have to be in good standing with BGCT and a Baptist church. The term begins in June and training is associated with membership. The person does not have to be SC member (Hank Steen); this committee is appointed by President after nominations submitted by Staff Council.

Updates coming for TIAA retirement plan- people will be able to contribute directly to TIAA to make designations, etc instead of going thru Baylor.

Feedback regarding use of new insurance is being shared with HR. Some PPO plan members had issues with 4th quarter claims, which will count for 2022. There are services United does not offer which were previously provided by BCBS. If staff experience issues with call center (private info), email Hank\_Steen@baylor.edu directly, if you are unable to get resolution in place and general feedback can go thru Crystal Diaz-Espinoz. NOTE: some providers have to change co-pay code to prevent doubling issues, please pay attention, be aware and continue to share feedback.

- Faculty Senate Update Kimberly Black  
Faculty handbook updates; currently hiring VP for Faculty Affairs (internal hire); VP for global engagement position open; expanding winter-mester conversation-impacts for faculty and staff; inflation rates for salary; AI technology; changed how they title faculty positions now that we are R1 institution - power 5 inclusion and changes to tenure process 1,3,5 year contract with 1 year to teach or find another position if contract is not renewed - built in accountability; Holly Collins conversation about faculty rep on SC-they are talking about institutionalizing it going forward - no faculty currently interested in joining SC
- Committee Reports Committee Chair/Rep

Constitution & Bylaws (**Rick Shoemake**)- no report

### Marketing and Communications

**(Hannah/Jared)** - new teams channel setup so we can start shifting communication; trying to centralize to keep history of SC to improve processes as group experiences turnover annually;

### Membership

**(Denise)**- Committee met to discuss representative proposal because there are departments that make up fewer than .25% of the current staff population, so those departments can be eligible to have 1 representative on Staff Council. Departments in discussion include Truett Theological Seminary, School of Social Work, Honors College, and School of Music – these areas currently have no representation.

Motion made by Denise Ray to bring a proposal before the body to add an amendment to the Constitution and Bylaws which will allow 1 representative from each area (Truett

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Theological Seminary, School of Social Work, Honors College, and School of Music) to be added to Staff Council membership and the motion was seconded by Rick Shoemake; after discussion, motion carried and proposal is on the table for a vote during next meeting.

Scholarship

**(Carol)** - sponsoring dunking booths during Dia to help raise funds; hoping to get VIPs to be dunkees, more information coming soon

Spirit Shirts – no report

STAAF/Service - **(Lori Hoke)**

Committees met together; contacted Coach Aranda for possible staff appreciation event at end of March and hosting a food drive at the same time

## University Committee Reports

Staff Awards (Andrew) - starting to read nominations; heavily redated

HR (Libby) - no report

- Working Groups Update Working Group Chair/Rep
  - **Amos - Flexible Work** - reviewed several university websites to see how they address flexible options; Duke lists flex work as a benefit; provides toolkits for employees and supervisors to outline policies
  - **Chelsea - Tuition Remission**- email to let her know which programs you would like to see added

## **Announcements/Reminder**

Sara Lynch - Baylor Giving Day, March 1 - see special website for giving day

**February Birthdays** – Brett Gibson

**Adjourn** - Motion made by Luke Whiting to adjourn; was seconded by Daniel Ramirez; motion carried and meeting adjourned at 11:55am.

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