Welcome and Introductions
- The meeting began at 9:00 a.m.
- Minutes from March 28, 2018 were approved.

Administrative Report – Jerry Strawser
- Dr. Strawser expressed appreciation to the employees in our division whose many efforts contributed to the success of Mrs. Bush’s burial.
- This year’s efforts to simplify the nomination process as well as encouragement for staff at all levels to submit nominations resulted in a high number of nominations for the division’s Excellence Awards. Thank you to all staff who took the time to nominate their colleagues for the excellent work they do. Mark your calendars for the Excellence Awards ceremony on Tuesday, May 22 in the MSC Bethancourt Ballroom. Breakfast is served at 8:15 a.m. and the ceremony will begin at 9:00 a.m.
- Thank you to the EAC members who submitted ideas on professional development topics for employees who aspire to hold a supervisory position. This feedback will be used to plan for a potential new training program for division employees.
- Performance reviews are currently being conducted for the April 2017 through March 2018 time period. As part of the review process for his direct reports, Dr. Strawser collected feedback from their staff. Many employees discussed their appreciation of the executive team’s encouragement and support for professional development. Dr. Strawser reinforced the importance of professional development at all levels, and with skills that may or may not be directly related to your regular job.
- The division will soon be seeking nominations for new members to serve a two-year term on one of the Continuous Improvement Teams: Professional Development, Onboarding, and Climate and Respect. Please watch for more information on this and consider participating in one of these important division committees.
- The University Risk and Compliance department directed by Peggy Zapalac will be moving out of our division and reporting to Kevin McGinnis, who was recently hired as Chief Compliance Officer. Mr. McGinnis reports to President Young.
- TAMU’s first game of the 2018 football season will be held on Thursday, August 30 at 7:30 p.m. Dr. Strawser is leading a committee to plan for all of the challenges associated with having the game on a school night. The committee is finalizing a plan for what university operations will look like on that day. Please watch for more information on this as the date grows near.
- Dr. Strawser requested feedback on the division Town Hall meetings, which have previously been held twice per year. Are these meetings valuable for employees? If so, how frequently should they be held? Other than division updates, what information would you like to hear at these meetings? Do you have any suggestions on ways that Dr. Strawser can interact with employees in the division? EAC members recommended continuing the Town Hall meetings at a frequency of twice/year. The following topics were suggested: motivational speaker, updates from administrators outside of our division, updates on the transformational learning and large impact initiatives taking place within the academic units.
- Construction along University Drive is progressing slowly and is expected to be complete by the end of 2018. It is recommended to avoid the area and talk alternate routes when possible.
- Dr. Strawser expressed his appreciation to staff for their outstanding work. Staff were encouraged to participate in Staff Appreciation Week activities. As a reminder, the Division is hosting a social on April 27 from 2:00-3:00 p.m. in the General Services Complex breakroom.
University Staff Council Report – Renee O’Banion

- The USC met on April 17, 2018.
- Elections for division USC representatives will soon be conducted. If you are curious about serving as a USC representative, Renee would be happy to give you more information about what this entails.
- The next USC meeting is May 15 at 8:30 a.m. in Rudder 601, and anyone is welcome to attend.

Benefits Report – no HR rep

- EAC members brought up the recent announcement that TAMUS has partnered with CHI St. Joseph to create a new preferred provider network, and asked what this means for employees.
  - For more information on this, visit https://employees.tamu.edu/spotlight/news.

Old Business - none

New Business

- Elections for new EAC members will be conducted in May. Four members will be completing their first term: Monica Hartman (EHS), Eric Irwin (TS), Keith Bornmann (UES), Susan Phillips (SBS). All are eligible to run for a second term.

Closing Discussion

- Meeting adjourned at 10:00 a.m.
- The EAC’s next meeting is Wednesday, May 30 at 9:00 a.m.

Meeting Attendees: Aaron Riojas (Procurement), Ben Kalscheur (SUST), Billy Morsko (UES), Celeste Villarreal (TS), Dawn Suehs (Payroll), Eric Irwin (TS), Keith Bornmann (UES), Michael Vance (UES), Monica Hartman (EHS), Susan Phillips (SBS), Tahisha Wilson (TS), Tassie Herman (EHS, for A. Chavarria), Jerry Strawser (Ex-Officio Office of VPFO), Jane Schneider (Ex-Officio Office of VPFO), Ashley Skow (Ex-Officio Office of VPFO), Renee O’Banion (Ex-Officio University Staff Council).
Members Absent: Adam Chavarria (EHS), Nikwai Noble (UPD), Marlo Kibler (Ex-Officio, TAMU Benefits), Karen Bigley (Ex-Officio, Office of VPFO)