The members reviewed the minutes. A motion was made to approve them and it was seconded then all members voted to approve the minutes.

**Administrative Report**

Jane reported that representatives from outsourcing companies toured campus and they stayed here for a whole day. These companies are going to be submitting their bids soon to Texas A&M and those bids were going to be reviewed by a committee of members from different departments. Many recently attended University Staff Council’s Open Forum in Rudder Theater where Chancellor Sharp was the keynote speaker.

A question was asked about whether Dining saw a loss of $1 million each year as Chancellor Sharp stated, or whether they actually made a profit last year and are on track to make a profit this year as the Dining employee stated at the forum. Jane replied that the Chancellor is quoting budgeted numbers and not actuals. Because of the MSC being closed and the Northside residence halls being offline, Dining projected to lose money during the last two years. But they have actually been making a profit.

A question about the RFP’s was asked concerning employee’s benefits and retirement if outsourcing occurred. Specifically what would happen to employee’s retirement money in TRS? Ms. Tobola stated that she does not know all the answers at this time but encourages employees to leave their retirement funds alone until more information about outsourcing comes in. She said employees should contact Human Resources or TRS to ask questions and strongly discouraged employees from withdrawing their retirement money. Ms. Tobola said that employees could request a retirement packet and fill it out to find out what their options are and not be locked into retirement. She said that her
A question was brought up concerning possible changes made with the new outsourcing company taking place by June 1st. Mr. Massey stated that the June 1st date was in the original Request for Proposal because a date had to be provided to the outsourcing companies for business purposes. He said that this date was uncertain for an actual deadline and that negotiations would take time to finalize terms if outsourcing were to occur. Mr. Massey also stated that the Board of Regents is going to have meeting May 3-4 to discuss outsourcing and that more information could come then. A question was asked if employees could attend this meeting and address the Regents, and if so where would it take place? Some one said that they would check into this and send out information to employees. [Note: Ashley emailed this information to EAC members on 4/2/2012.]

Another question was brought up about if outsourcing does not occur would there be potential layoffs? Mr. Massey said that he was not sure about layoffs but that option would be on table but nothing is decided at this point. He stated that employees should be cautious about rumors they hear and just continue to do their jobs well.

The Employee Assistance Program is available to employees to discuss stress over the outsourcing or any other issues they may have. Dr. McClendon has said that contracts were written to help protect employee’s jobs, salaries, and benefits and they were built into RFP’s. Dr. McClendon will continue to send out information to employees as it comes out concerning the outsourcing issue. Mary Fran asked if it would be possible to get Dr. McClendon’s outsourcing updates translated into Spanish, and Merna said that we would work on this. [Note: Karen Bigley sent a Spanish Outsourcing Update to employees on 4/5/2012.]

In other updates, Jane stated that the division awards ceremony and appreciation lunch we had at Reed Arena last year was still going to be planned for this year. The committee welcomed that idea because it would be good for morale in this uncertain stressful time. Jane noted that two employees in our division will be receiving an AFS Distinguished Achievement Award: Edward Massengil (Custodial) and Ruby Williams (Dining). A ceremony will be held on Wednesday, April 25 from 1:30-3:00 p.m. and all employees are invited to attend. The MSC is still scheduled to open April 21st and work will begin this summer to reconstruct Joe Routt Boulevard and Koldus Plaza.

Benefits Report

Sarah Tobola reported that Dependent Audits was ongoing. Employees with last names A-L were required to respond by last week, and last names M-Z have a deadline of April 25. On September 1st the tobacco premiums will be going into effect for employees and their dependents who use tobacco products. Employees should log on to HR Connect through Single Sign On to designate their tobacco user status. Tobacco cessation classes will begin in April to help employees who want to stop smoking. These classes will be
held the first 4 weeks of April and employees can use work time to attend. Employees who are able to quit smoking can change their status at any time. Non tobacco users need to designate their status on HR Connect or they will be charged the tobacco user premium by default. If an employee has long term disability insurance they need to check their tobacco user status and may have to fill out a 4 page form to change status.

**USC Report**

Mary Fran reported that University Staff Council elections would be coming soon. Of the 7 Division of Administration representatives, 3 of those are coming up for re-election. She said the council was pleased at the turnout at Rudder Tower for Chancellor Sharp’s speech.

**Old Business**

The soda machine request is still unresolved.

**New Business**

Ashley reported that there will be elections in April and May to replace several members of the current EAC committee members whose terms will are expiring.

The Custodial representative reported they are hiring to fill positions at MSC.