Division of Finance and Administration  
Employee Advisory Committee  

January 28, 2015 Minutes

Members Attending:
Jennifer Bomnskie – University Risk & Compliance / Office of Safety & Security  
Marco Campos – Utilities & Energy Services  
Cindy Ishaq – Transportation Services  
Jesse Mendez – Utilities & Energy Services  
Gina Miller – Utilities & Energy Services  
Babette Perkins – Environmental Health & Safety  
Adrian Shepherd – University Police Department  
Steve Smith – FCOR / Annenberg PCC  
Mary Wilson – Transportation Services

Guests Attending:
Austin Horne – Environmental Health & Safety

Ex Officio Members Attending:
Jane Schneider – Office of VPFA  
Karen Bigley – Office of VPFA  
Toni Eubanks - University Staff Council  
Sarah Tobola – Human Resources  
Ashley Skow – Office of VPFA

Members Absent:

Introductions and Welcome
- The meeting was called to order at 9:00 a.m. by Chair Jennifer Bomnskie.

Approval of Minutes
- The December 17, 2014 meeting minutes were approved.

Administrative Report by Jane Schneider
- Vice President Strawser could not attend the meeting as he is speaking at the Chamber of Commerce annual meeting.
- Board of Regents: Governor Abbott recently appointed two new members, Williams Mahomes, Jr. and Robert Albritton, and reappointed current regent Phil Adams.
- F&B/Wellborn Intersection: The completion date for this work has been delayed to March 2015.
- Strategic Planning Open Forums: The university community is encouraged to attend four strategic planning forums this spring (Feb. 10, Feb. 26, Mar. 13, Apr. 1, all from 11:30 a.m. – 1 p.m. in Rudder 601).
- STARS Report: The Office of Sustainability recently submitted the STARS (Sustainability Tracking, Assessment & Rating System) report, which is a self-reporting framework for colleges and universities to measure their sustainability performance. TAMU received a Silver rating. The report may be viewed at stars.aashe.org.
- Assessment Process: Because of the Law School and Health Science Center additions, TAMU will be going through full re-accreditation in 2018. In preparation for this, departments in our division are becoming integrated into the WEAVEonline assessment process.
- Diversity Funding: The division recently submitted its annual diversity report. Based on that report, the Office of the Provost gives funding to units for their progress. Our division has received funds in the past and needs to decide how to spend that money, ideally on diversity initiatives that will benefit our employees. If you have ideas on how this money could be spent, please email Jane Schneider at jane-schneider@tamu.edu.
- Presidential Debate: TAMU is hoping to host a presidential debate in October 2016. We should find out this fall whether or not we were accepted and then would have a year to prepare. This is an exciting effort that would require the collaboration of many within our division.
- The new Legislative Session has begun. TAMU’s outlook is favorable.
- Handguns on Campus issue is being debated, and whether or not those with concealed carry permits will be allowed to carry on campus.
- Tobacco Rule: the University Risk & Compliance office is in the process of updating this campus rule.
- Easterwood Airport: current management has announced an expansion of McKenzie Terminal.
- Incorrect Article about IT Outsourcing: The Eagle recently published an article about IT and support services being outsourced to Cisco, however that it inaccurate. IT is not being outsourced.
- Wind Chimes and Truncated Domes: Students have requested these items on campus as a way to assist visually impaired students with wayfinding. This is currently going through the university approval process.
- **BPP System** will be replaced
- **W-2’s** were recently distributed
- **EAC Membership** will soon be expanded to include all departments within the division
- **Division Newsletter**: employees should have received an email with a letter from Dr. Strawser. It is his intent to send out an email periodically. Please email Karen Bigley at bigleyk@tamu.edu with your thoughts and ideas on what topics you might like to see in this newsletter.

**Benefits Report by Sarah Tobola**
- **HR Express Newsletter**: This will be distributed soon.
- **SEBAC** is System Employee Benefits Advisory Committee. Elections will be held in March to identify a new representative for TAMU. SEBAC’s next meeting is on February 3, 2015.
- **Legislative Session**: TAMU HR will be making recommendations to get the state requirements in sync with the Affordable Care Act.
- **Health Plans Out for Bid**: Our prescription plan with Express Scripts as well as our medical health plan will go out for bid out this year.
- **Brown Bag Lunch**: HR is hosting a Brown Bag Lunch session on February 3 for all interested employees. The topic will be “Walking Tips and Techniques.”
- **Walk Across Texas**: this effort coordinated by AgriLife begins on February 7 and promotes awareness for physical activity. Employees are encouraged to participate.
- **Health & Wellness Fair** is scheduled for March 4, 2015 at the MSC.
- **Staff Appreciation Week** is scheduled for March 23-27.
- **Water Cooler 5K** is scheduled for April 9.
- **Wellness Exams**: Employees are asked to complete their FY15 wellness exams, which will impact FY16 premiums, by June 30, 2015.
- **HR/Payroll Software Solution**: System demos were recently held. Thanks to everyone who participated.
- **Employee Organizational Development**: Reminder that EOD has many great training opportunities available to staff.
- **Disability Survey**: Employees should receive a survey regarding disclosure of disabilities.

**University Staff Council Report by Toni Eubanks:**
- **Strategic Planning Forums**: USC encourages staff to attend these upcoming forums.
- **Equine Initiative**: USC recently received a presentation on the Equine Initiative. Their new facility is available to rent for departmental events.
- **Staff Emergency Fund**: The Texas A&M Foundation will be able to make payments directly to recipients of the fund. An announcement about the fund will be sent soon.
- **Staff Tuition Assistance**: USC is working with the Provost’s Office to prepare cost estimates for the President’s review.

**Old Business** – None

**New Business**
- **Service Parking**: Members discussed a problem with a shortage in service parking spaces. There is a high demand for these spaces now due to a high amount of campus construction and contractors using the spaces. Occasionally our employees are unable to find parking near buildings when they need it during a service call. Reminder for those who have a service permit that service spaces should never be used for routine business meetings.

**Closing Discussion**
- The meeting was adjourned at 10:00 a.m.