

VPFO Staff Minutes

(Small Group)

June 25, 2019

9:00 a.m.-10:30 a.m.

Attendees: Craig Ness, Donna Quebedeaux, Catherine Benson, Alicen Flosi, Katherine Miller, Diane Drawhorn, Corey Kirkland, Angela Petit, Mariah Williams

Craig:

- 3% salary increases will be effective September 1st and will be publicly announced at convocation.
- Cathy Benson and Kenny to work on memo that will go out once 3% salary increase is announced.
- Will begin performance appraisals.
- Angela Petit will update division webpages.
- Mariah will schedule meetings to Prep for SACS.
- Discussed changes in contracting publication requirements.

Mariah:

- Name tags have been ordered for all that submitted requests.

Cathy:

- TSUS will provide training regarding new TITLE 9 policies.
- Jeff, Director of Employee Relations, will no longer supervise training.
- Robert Wagner will obtain responsibility for training starting September 1st, 2019
- Discussed the cons of nepotism in different departments. Will have to further explain the effects of nepotism to departments in the future.
- July 8th through 20th is open enrollment for benefits.
- Needs MAPP for map signage. Go work study.
- July 5th vacation day.

Alicen:

- Electric car chargers set up on campus, no charge to consumers for first year.
- Suggests sending out press release promoting car chargers.
- Angela to write PR debuting charging station on campus.
- 3 water bottle fillers have been placed on campus, the goal is to have one in every building.
- Agreed to put in irrigation at community garden.
- Will look into solar powered energy for campus.

Corey:

- Filling in for David.
- Lamar purchased ATV for rescue purposes.
- Power wash project in progress for the canopies.
- Grover mentioned a sewer line replacement on Archer.

Donna:

- Discussed Twila Baker's departure and determining where responsibilities will go.
- Spencer has all land purchases sent up to the state.

Diane:

- Parking maps are located around campus but are not updated.
- Diane to work with Angela and Mariah on standardizing one delegation letter.
- Suggests placing erosion cloth at Martin Marietta.
- Will be Skype interviewing for Director of Parking & Transportation.

Katherine:

- Attended TXdot meeting. Hwy 69 project will begin Winter of 2021 as a 5 year project. Public meeting to be held in July.
- Vacation scheduled for October 7th-18th, 2019. Will also be out on July 5th, 2019.
- Relocated Surplus out of tri-supply.
- Working on final reports for August board meeting.
- Suggests visiting Micro Market in STEM building for grab-and-go food items.

Angela:

- Doing crash course of project management.
- Will continue meeting with departments for MAPP revisions.
- Will do concurring drafts for divisions.
- For items to be placed on critical path, just email Angela.