Happy New Year! I love the start of a new year. There’s a clean slate and opportunities galore. There’s so much that I desire to do personally and professionally; but, I've learned over the years, I DO NOT make New Year's resolutions. I’m never too committed to fulfilling them because they’re usually goals that I believe I SHOULD do instead of MUST do. Instead, this year I’m focusing on that ONE THING that I must do, a most important life-changing thing. I'm likely to make a commitment to accomplish it aware of its benefits to me and those close to me – my family, friends, and colleagues; but in this case, even strangers.

The bible is replete with such examples. Read the story of Nehemiah. While rebuilding the walls of Jerusalem, he said, "I am doing a great work, and I cannot come down" (Neh. 6:3). His steadfast, unwavering commitment to his most public task impacted generations upon generations. It’s a great story of focus and determination for all of us to emulate as we begin the New Year.

What's the ONE THING for you? Is there a breach ‘in your wall’ that needs attention, focus, and repair? Perhaps it's a habit you know needs to be broken and would improve your life and your relationships, OR perhaps there's a need to focus on a relationship that needs to be restored, or perhaps even ended, OR a goal to follow through on and accomplish, a project to complete, a debt to retire, or any number of other noble possibilities. It's important, though, to identify that ONE THING – not ten things – that's of such paramount importance that it would drastically change your life and the lives of others for the better.

We all have that one thing that once accomplished or addressed will make 2014 a year to remember for the rest of our lives – the year when we stopped procrastinating, set fear aside, and unashamedly set our face like flint to do that great work, refusing to be side tracked, lured away leaving that great work undone for yet another year. What are you being called to do in 2014? We have no idea what weighs in the balance of staying the course, persisting no matter the cost.

How about that ‘professional’ ONE THING? By now you should know how Business Affairs’ Purpose applies to your job; that is, how, in your particular position, you add value assisting the organization in carrying out its purpose. The one professional and corporate thing we’re going to focus on in 2014 is our Guiding Principles, that is, those principles that enable us to carry out our purpose with integrity. I believe we’ll never be truly successful in accomplishing our purpose consistently without doing so in harmony with our Principles. Would you join me in committing to memory and, better yet, LIVING these Principles in 2014? Doing so will impact thousands of people, irrespective of whether we’re able to ‘make success happen’ for everyone that seeks our assistance.

Along with the professional and corporate ONE THING above related to the Guiding Principles, would you also consider identifying your own personal life-changing opportunity that will help accomplish your destiny and from which you’ll ‘not come down until it’s been completed?’ It'll be the greatest decision you make this year and perhaps in your life.

Wishing you a year full of love, grace, and steadfastness to our professional and corporate focus and living our Guiding Principles, and to your own personal GREAT WORK.

Kerry

Adapted from a message by Andy Stanley
Spotlight on...

James Lee

James Louis Lee Jr. was born at Walter Reed Army Hospital, Washington DC. Both of James’ parents served in the military and his mom is a veteran of the Gulf War. Following the Gulf War, his family moved to Tallahassee, Florida and lived there for more than ten years.

While growing up James was always taught to be the best that he could be, which he always translated into trying to be better than everyone else at everything. It was no surprise that he was heavily involved in sports as a child and throughout college. James attended Florida State University on an Academic Scholarship. After a focus change, James joined the military where he learned many life lessons and matured. He went on to earn his Associate Degree from Tallahassee Community College while serving in the military.

Following his stent in the military including a tour in Afghanistan, he returned to Florida State University and earned his Bachelor of Arts in African American Studies and Mathematics. Additionally, James walked on the FSU football team and played as a wide receiver for legendary coach Bobby Bowden.

In 2011, James was selected as a Cadet and attended the UT System Police Academy. James has served more than two years as a UTSA Police Officer and is furthering his education by earning his master’s degree next month in Public Administration with an emphasis in Leadership.

James’ hobbies include staying physically and mentally fit, playing video games, fishing and trying new foods. His interests include leading an organization to positively effect change for the greater good of all humanity. “If I can have a positive effect on at least one person’s life a day, I believe I can accomplish my goal by the time I retire. I am grateful that the UTSA Police Department has given me the opportunity to become a Police Officer and to fulfill my goal. The backbone that drives me is my wife, Marsha, who always supports me even when my goals may be farfetched, but has the courage to give me the story straight.” The Lee’s are the proud parents of Jade and have plans to start a family in the near future.

Thank you, James, for your service to our country, the University and Business Affairs.

James will be receiving a Roadrunner meal card to use for either breakfast, lunch or dinner at the Roadrunner Cafe, compliments of ARAMARK. Our thanks to ARAMARK for their support!

Downtown Campus Spirit Award

Debbie Riley was recently awarded the Downtown Campus Spirit Award for her unwavering determination and commitment towards UTSA. She stepped up to be the sole contact for most UTSA Downtown Business Affairs questions and inquiries.

Debbie joined UTSA on November 1, 1984 (29 years’ service) and was one of the original staff to work at the new Downtown Campus in the Fiscal Service Department. In March 2012, in addition to her regular job responsibilities, Debbie volunteered to be the Business Affairs Liaison to the Downtown campus. Since March, she has been involved with changes in our custodial services; she has worked with the City of San Antonio when the Buena Vista Street corner of the Downtown campus had to be reconstructed for the new VIA Primo buses; the Way Finding Campaign (new signs on buildings and directional columns), Recycling Mania; repainting of the street crosswalk and stairs in front of the Frio Street Building and much, much more.

Congratulations on all of your hard work and perseverance in assisting the Downtown campus. Debbie you are continually going above and beyond expectations.

Thank you for the constant support that you are providing to the Downtown campus and to Financial Affairs!
Hello Chief (Barrera), Officer, Maranda Tupper assisted me with a drained battery. She was so nice and most helpful. I just wanted to let you know you hired a really good one.

Patrick Ray Dunn, Photographer III

Kudos

Audit Team,
I wanted to share with you Deloitte’s compliment of UTSA in the Annual Financial Report audit. When Christina states team, she doesn’t just mean our audit team. She means Charlotte (Mikulec) as well. Charlotte’s time spent working with us on this audit has been key in allowing us to quickly get things done. Gary (Lott) and Ann (Roberts) also provided very quick information to me when last minute requests were made.

We very much appreciate the teamwork, Laura (Buchhorn), Auditing & Consulting Services

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Laura Buchhorn,
Want you to show you where all the work papers are in the review process. San Antonio is in great shape. Again, thanks for all of your help with this; you and your team have been a pleasure to work with!

Christina Bull, Audit Senior Assistant, Deloitte

RecycleMania

“A new year brings with it many New Year’s resolutions and with that another RecycleMania challenge period for colleges and universities across North America. Last year, in our first ever entry into the Grand Champion Competition Division, UTSA ranked 27th of 523 participating colleges and universities with 54.8% of our total waste being recycled. The Grand Champion category combines trash and each of the core recyclable materials to determine a school’s recycling rate as a percentage of its overall waste generation. To be ranked in this category, schools must provide the weight of their trash, paper, cardboard, and cans and bottles. The winner will have the highest recycling rate, which means that they not only have reduced trash disposal through waste prevention, but also have a strong recycling program for the acceptable materials.

RecycleMania will commence January 19, 2014 with the first two weeks as a preseason. The official RecycleMania counting period then starts February 2, 2014 and ends March 29, 2014. With your help, and the help of the UTSA community, EHSRM will achieve it’s New Year’s resolution for 2014, to improve our rank and move into the top 25. We encourage all faculty, staff and students to participate as RecycleManiacs and help UTSA increase its recycled materials and reduce waste generation. Become active and join the various student organizations on campus participating in this event, or you can also help by generating attention and support for campus recycling in your office or classroom. RecycleMania is a friendly competition sponsored by the U.S. EPA, ALCOA, SCA, The Coca Cola Company, Keep America Beautiful, American Forest and Paper, and the College and University Recycling Coalition. For more information about RecycleMania visit their website at http://recyclemaniacs.org/about or the UTSA EHSRM website at http://www.utsa.edu/Safety/#recycling/recyclemania.

We are UTSA, we recycle!”

Survey Card
You need more employees like Randy (Bermea, Fiscal Services), he solved my problem quickly, and gave me all of the information I needed. He is also extremely courteous and helpful.

Margaret Rose Sullivan
Student

Thank you all for striving for excellence every day!
Rowdy Wellness

Flu Shots still available!

The Employee Occupational Health Program (OHP) is extending the opportunity for UTSA employees to receive the 2013-14 Flu Shot at our new location in the Bauerle Road Garage, 1.102 at no cost to you.

Please call the OHP at ext. 5304 as soon as possible to schedule a flu shot as supply is limited and will be given on a first come, first served basis.

Thursday, January 16th and 23rd
8:00 a.m. – 4:45 p.m.

Note: It is recommended that anyone that receives a flu shot to remain at the clinic for 15 minutes after the immunization for observation, so please allow a minimum of 20 minutes in your schedule for this process. More information about the influenza vaccine shot is available at http://www.flu.gov/prevention-vaccination/vaccination/.

Steven Hardy

Steven Hardy, Assistant Vice President of Financial Affairs and Controller, joined the Controller’s office December 2013. He comes to UTSA from Washtenaw Community College where he served as the Vice President of Administration and Finance. Steven is a Certified Treasury Professional (CTP) and has a master’s degree in Business Administration.

Steven has 24 years of experience that includes 11 years at Washtenaw Community College in Ann Arbor, Michigan.

Steven planned, monitored, and evaluated the College’s administrative, financial, campus safety, and security operations. While Steven was operating in the Controller capacity, he provided influence to the following areas: budgeting, accounting, purchasing, payroll, accounts payable, accounts receivable, and treasury. Steven is skilled in Banner, financial reporting and analysis, capital budgets, administered banking, and merchant account relationships.

Steven and his wife, Lisa of 22 years, have two daughters, Tyler and Cydney. He has a love-hate relationship with golf. Steven’s community involvement includes serving as treasurer for Food Gatherers, a not-for-profit organization focused on eliminating hunger in the community. He has also worked in local community kitchens that serve hot meals to those in need. He has coached both girls soccer and girls basketball as well.

Steven’s comprehensive Controller knowledge and business achievements make him a valuable addition to the Financial Affairs team. Please join us in welcoming Steven!

Why Obtain a Procard?

UTSA is gearing up for the transition from DEFINE to PeopleSoft. During this transition, there will be planned pauses in our daily operations. In order to assure that you have all options available to meet your departmental needs, we recommend that you obtain a Procard.

The Procard provides a means for streamlining the payment process allowing UTSA to procure goods in a timely manner, and reduce the transaction cost.

To obtain a Procard, you must submit a completed application to the Procard/Travel Card Administration (PTCA) Office. Applications may be obtained online at: http://utsa.edu/financialaffairs/Forms/ptca/ProcardAppAgrmnt02152013.pdf.

You must be a full-time employee in order to apply. The last day to submit a Procard application in time to attend the Procard Compliance (AM535) training class is Monday, February 3.

There will be two Procard Compliance (AM535) training classes, Tuesday, February 18th; 9:00 a.m. – 12:00 p.m. and 1:30 – 4:30 p.m. All new Procards will be distributed at this time.

UTShare

The UTShare Executive Committee met earlier this month with Dr. Scott Kelley, UT System Executive Chancellor for Business Affairs to assess UTShare/PeopleSoft project’s status and readiness for Go-Live. After reviewing the project’s progress and open issues, the UTShare Executive Committee determined that we will continue to proceed towards PeopleSoft system readiness for March 1, 2014. However, the Go-Live date will be moved to May 1, 2014 to ensure operational readiness on UTShare campuses and at Shared Services (ARDC). Click Here for more Details.
Construction Update – New Chiller

Chillers are used primarily to provide building environmental cooling which is especially necessary during the hot San Antonio summers. With the addition of San Saba Housing and the upcoming North Paseo Building, a new chiller was required in the North Thermal Energy Plant. The new chiller is a 2500-ton electric variable frequency drive chiller which will replace a vintage 1973 2000-ton steam turbine drive chiller. In addition to the increase in chilled water capacity, the new chiller will be the second largest and most efficient chiller of the existing six plant chillers. The photo shows our new chiller being tested at the JCI York Manufacture plant. This highly efficient chiller is a welcomed addition to help keep our buildings cool while reducing energy and water use. The project is scheduled to be completed in June 2014.

Floor Captain Awards

Each year, the UTSA Office of Emergency Management selects a “Floor Captain of the Year” for each campus, and presents them with plaque to express our gratitude for their dedication to public safety and the well-being of the UTSA community. Floor Captains of the Year are awarded to those team members who go above and beyond their normal duties to continually assess their surroundings for safety issues, make recommendations to reduce campus vulnerabilities, attend safety training to increase their knowledge, skills, and abilities, as well as take time to recruit new members into the program. There are countless Floor Captains that have these qualities, and making the decision for these awards is never an easy task.

The following Floor Captains were selected from all campuses:

Aaron Parks, Institute of Texan Cultures, Michael Date, DTC, Library, Michael Logan, Main Campus, Department of Educational Leadership and Policy Studies, Claudia Dawdy Main Campus, Office of the Dean – College of Business

The UTSA Office of Emergency Management is honored to have each of these awardees serving as leaders within the program. Emergency Management appreciates the participation of all existing Floor Captains, and encourages other employees (faculty and staff) to join our team of safety liaisons. Make 2014 a year of preparedness, and get involved in the UTSA Floor Captain Safety Liaison Program!

For more information on becoming a Floor Captain, visit the Campus Alerts website at www.alerts.utsa.edu and click on the “preparedness” link. You can also request information by emailing BePrepared@utsa.edu or by calling (210) 458-6851. Be Prepared – Make a Plan – Stay Informed UTSA!

SECC Challenge

Congratulations go to the Facilities Staff for their outstanding efforts to achieve 89% participation in the State Employees Charitable Campaign! As a fun and sporting addition to the campaign, Associate Vice President for Facilities, Dave Riker, and Assistant Vice President, David Oliver, challenged Facilities staff and committed to wear sports jerseys of teams they generally don’t support IF we achieved 85% participation! Well - Facilities really surpassed the goal! Dave Riker is a Denver Broncos fan and David Oliver is a Dallas Mavericks fan, but they committed to wear the jerseys of the teams strongly supported by many of the Facilities staff – FOR ONE WEEK!! COWBOYS & SPURS – what a combination!

Business Affairs Promise

We are committed to helping you achieve your goals through excellence in service -- every person, every day, every job.