When I think of July I think of celebrations with fireworks and grand displays of Stars and Stripes. I would say this July has been one of great celebrations, worthy of lasting UTSA memories for me and many others in our Business Affairs family. Last month we had the opportunity to celebrate the mission of the UTSA Business Affairs division with great fanfare. We were surrounded by examples of how Business Affairs supports and enhances the goals of UTSA while maintaining a commitment to excellence.

APPA, a national group of leaders in university facilities management, bestowed one of its highest honors on UTSA on July 13 at its annual conference in Nashville. I was proud to be there with members of our facilities staff to receive this award, on behalf of all the employees in facilities and the university. It was a great celebration…right up there with a night of watching fireworks.

Eleven days later, CSHEMA, an organization of university safety and environmental health professionals, presented UTSA with one of its highest honors during its annual gathering in Austin. I was happy to travel to Austin to join some members of our EHSRM team to receive this recognition as well. It was a wonderful event followed by a rooftop reception with several of our team celebrating this prestigious award.

I am truly proud to be a member of such a great division that continues to deliver excellence and the highest quality services. We have many things to celebrate across our entire division, and as we continue to tell our stories this next year, I hope you will be a part of the recognition. In the words of Katy Perry, “Come on show them what you’re worth."

Speaking of communications, you will be seeing many changes in our communication such as updates to our newsletter and websites as a result of the great work and contributions of our new Communications Director, Melissa May. This past month we have further strengthened our Business Affairs team with several important new hires and others moving into leadership roles. More information on that too is in this newsletter.

Hope you’re having a great summer. Soon our academic year will kick off with a boom…and more fireworks…at Roadrunner Days. See you there!
Denise Boyett hails from Greendale, Wisconsin and is the youngest of five children. She lived in Denver, San Diego, and Austin, before moving to San Antonio 29 years ago.

Denise earned an associate’s degree in accounting from St. Philip’s College and a bachelor’s degree in business from UTSA.

After working at the IRS, NEISD, Texas Chefs Association, and several banks’ accounting departments, she has been at UTSA for 11 years. She’s held the positions of accounting technician, supervisor of accounts, and currently fiscal manager in Campus Services. She served on the Celebrating Excellence Committee for two years and participated in UTSA’s Women’s Professional Advancement and Synergy Academy (WAPASA).

Denise describes UTSA as an energetic, exciting place to work and considers it a privilege to be part of something that changes people’s lives for the better. “I’m a proud roadrunner,” she said.

An important aspect of Denise’s life is family. Her daughter, whose UTSA bachelor’s degree in business management led to a 13-year career at HEB, recently chose to be a full-time mom. Denise’s son graduated from UT Austin with a bachelor’s in economics and works at Cornerstone Home Lending. Her newest pride and joy is her first grandchild, two-year-old Preston Andrew Garcia.

When time allows, Denise enjoys reading, the beach, exercise, theme parks, and family time with Preston.

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**Reduce, Reuse, Recycle Streamlines Redistribution of Campus Assets**

Financial Affairs’ Surplus group began the Reduce, Reuse, Recycle program last October. The program aims to better collect, store, and communicate about available surplus property to the general campus community. It helps departments save money by avoiding unnecessary purchases.

Administrative Manager Ben Campos—a Surplus service user —applauds the program for another reason. When Campos has to set up a lab or a new office space for members of the Mechanical Engineering staff, he often needs to remove older items that are no longer useful for the department. “Everyone knows space is limited on campus,” said Campos. “And the faculty we hire are the best in the world.” So he’s committed to providing first-class facilities for them.

He is impressed with the revised process for surplus pick up. “We went from having no notification in the past to now knowing just when a space will be cleared out,” said Campos. “That allows me to work more effectively to support our staff.”

In July, Campos sent Rosanne Gorny, Sr. Associate Director, Accounting, a note of thanks for this new surplus pickup process and her collaborative spirit. “It has helped us so much in maximizing our office and lab spaces,” said Campos.

Gorny insists the real driving force behind these improvements has been the enthusiasm and professionalism of the Surplus Property Department staff, “who have been very willing to embrace change, share ideas, and deliver excellent customer service.” Reduce, Reuse, Recycle is another great example of Business Affairs working collaboratively to deliver quality service throughout campus. Read more.
Elizabeth Corrales—Human Resources Specialist II

I wanted to thank you and let you know what a great job Elizabeth is doing. My husband works for UTSA and we had a couple of questions regarding open enrollment. Elizabeth was very helpful, responsive and knowledgeable.

Thank you!
Zenitha Farrier

Aaron Parks—COO, ITC
Paul Duke—Buyer, Purchasing

Aaron Parks and Paul Duke did a fantastic job putting together the Pre-Submittal Conference. It went very smoothly, primarily because of their planning. Of course, you still have to execute the plan, which they did to perfection.

Zero confusion, minimal questions, and no sidebar conversations on the extensive walk-through and tour. All attendees (about 25 people) got the same information.

I can’t compliment these guys enough.
Robert Dickens
Director for Business Contracts

Martinez Mauro—Human Resources Tech I

I want...to relay to you the outstanding support provided to me and my five new UTSA employees yesterday by your HR Tech Mr. Mauro. As you know in processing can be challenging at times especially with new folks who are not familiar with our on-line procedures. Thanks to Mr. Mauro we were able to process and complete all five candidates in less than an hour. Whenever we had questions or became confused about navigating thru the online process, Mauro would stop what he was doing and immediately provide clear instruction and guidance.

That was really great customer service, and I just wanted his boss to be aware of our impression of your department yesterday.

Thanks,
Jim Greene, Campus Services
Transportation Supervisor

Kudos to Facilities’ Preventive Maintenance and the Environmental Health and Safety Department, who teamed up to ensure the air quality in the office of Dr. Afamia Elnakat.

They were amazingly professional and efficient, and we are truly impressed and genuinely grateful.

Best, and thank you lots again.
Afamia Elnakat, Ph.D., R.E.M.
Associate Professor of Research Texas Sustainable Energy Research Institute
**Kimberly Norton**—Work Control Manager

Facilities Business and Customer Services

Kim! KUDOS!!!! I can't thank you enough for always going out of your way to help us and ensure that we are always satisfied! You always follow-up and make sure things are done and to our satisfaction. We at Student Placement and Advising Center thank you so much. Thanks for what you do and have always done for us.

Regards,

Cecilia Jáquez "CJ"
Senior Administrative Associate
Student Placement Advising Center

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**Karen Haws**—Parking Garage Manager

**Leo Amaro**—Customer Service Assistant III

I wanted to express my gratitude and appreciation for the very high level of customer service that I experienced this morning by two individuals [Leo Amaro and Karen Haws] in the Parking division… It is a credit to your department that at this busy time, as we are all preparing for the fall semester, your staff offered such expedient and friendly help.

Over the past three years, I have encountered several helpful folks in the Parking division and want to thank you all for your work!

With warm regards,

Deepti Kharod, PhD Candidate
Dept. of Interdisciplinary Learning and Teaching
College of Education and Human Development

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**James Strahan**—Transportation Manager

**Tim Bergauer**—Lead Driver

Campus Services

Thanks...for ensuring our guests made it around campus efficiently. The coordinators commented that they couldn't believe we had someone to get them where they needed to be so readily. They appreciated all of our efforts. Thanks to you and your partnership for making this a success!

Barry McKinney
Associate Dean of Students & Director of Student Activities

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**Ruben Cavazos, Billy Blaylock, Ronald Woltersdorf, James Roe (L to R)**

The carpet looks great!! Awesome job to the carpenters and our facilities workers.

Thank you all for job well done.

Gidget Vasquez
College of Public Policy
Awards Recognize Excellence in Business Affairs

Kathy Funk-Baxter and members of the Office of Facilities accepted the 2016 Association of Physical Plant Administrators’ (APPA) Leadership in Educational Facilities Award for Excellence. The award was presented on July 13 at the 2016 APPA National Conference Awards Banquet in Nashville, TN. It’s the nation’s top honor for a higher education facilities management organization. Facilities will host a full day APPA Award Celebration and Facilities Showcase on August 12.

CSHEMA

On July 24, the UTSA Office of Environmental Health, Safety, and Risk Management received the Complete Environmental Health and Safety Program Award of Honor from the Campus Safety, Health, and Environmental Management Association (CSHEMA). The Award of Honor is the highest level of recognition CSHEMA offers in the Complete Program category. Members of the EHSRM staff joined Kathy Funk-Baxter in Austin to accept the award.
New Police Chief Takes Helm

With nearly 30 years of law enforcement under his belt, Gerald Lewis took over as new chief of police and associate vice president of public safety on August 1. He will lead 52 sworn officers and 94 civilian employees in the UTSA Police Department and oversee the university’s Emergency Management and Environmental Health and Safety division. Lewis plans to implement a community policing model at UTSA.

Since January 2014, Lewis served as the chief of police at East Carolina University (ECU), responsible for the safety and well-being of nearly 40,000 faculty, staff, and students. Prior to ECU, Lewis oversaw public relations and minority recruitment for the New Jersey State Police.

Lewis earned a bachelor's in Public Administration and a master's in Administrative Sciences from Fairleigh Dickinson University, where he also served as an adjunct faculty member. He is a graduate of the Southern Police Institute and a member of the International Association of Chiefs of Police (IACP), the Police Executive Research Forum (PERF) and the National Organization of Black Law Enforcement Executives (NOBLE).

Kathy Funk-Baxter said "Chief Lewis will be a strong advocate for creating a safe and secure campus environment that supports our educational mission."

We welcome Chief Gerald Lewis to UTSA.

Clay Haverland Named AVP, Campus Services

Clay Haverland has been promoted to Assistant Vice President for Campus Services. Haverland’s UTSA career began in 1993 as a student worker in the Campus Police Department. After graduating with a Bachelor of Arts degree in Criminal Justice in 1995, he progressed through the Police Department until transferring to the department now known as Campus Services in 2002. He oversees essential support services such as dining, parking, transportation, bookstore, vending, and campus ID cards for UTSA’s three campuses.

"Clay is a true Roadrunner in every way," said Kathy Funk-Baxter. "I imagine he sees nothing but orange and blue when he is dreaming and planning our next creative service."

Congratulations, Clay!
Carlos Gonzales, Director
PeopleSoft Support and Sustainment Center

Carlos Gonzales has been named Director, PeopleSoft Support and Sustainment Center (PSSC), leading a team of 12 people who support administrative applications using UTShare/PeopleSoft for “front offices” such as campus departments; “mid offices” including Athletics, Institutional Research, Research Service Centers; and the “back office” data processors in Financial Affairs and HR.

Gonzales served as UTSA’s Campus Technical Lead during the UTShare/PeopleSoft implementation and current stabilization project. “The UT system undertook the move to PeopleSoft across several academic campuses because the previous system was expensive to maintain and resided on an antiquated infrastructure,” explained Gonzales. “We faced many challenges with such a large undertaking, and PSSC will continue efforts to improve the system. We look forward to bringing additional services and upgrades that will ensure a better user experience.”

Congrats, Carlos!

RoadRunner Days
August 19-28

RoadRunner Days grows bigger and more exciting each year. During this ten-day event, new students are introduced to the UTSA community and our time-honored traditions. They connect with other students and learn about academic programs and student-life organizations. The Days are jammed packed with functions ranging from Convocation, President's BBQ, Howdy Rowdy Bash, Midnight Light, and much more.

Facilities and the GCA Services Group provide a wide variety of support for most events:

- Set-up of tents, tables, chairs, podiums, and plants
- Custodial services
- Grounds maintenance and power supply at outdoor venues
- Hanging of banners and flags
- Climate control
And BA staff are the power behind Midnight Light, on Aug 22.

Campus Services is also involved. The Catering Department will provide food and services for the President’s Picnic, President’s BBQ at the Main and DT campuses, President’s Faculty and Staff Welcome Reception and Dinner, and Block Party, to name a few. Dining will feed 14,306 people that week.

The ‘Runner will transport three buses of students between the Main and Downtown campuses on Aug. 22. Follow the action at #UTSARRDAYS
**NEW EMPLOYEES**

**Campus Services**  
Mylene Berardino  
Marketing Coordinator  
Vincent Genco  
Parking Services Assistant II  
Kenneth Daniel Hawkins  
Parking Garage Attendant  

**Facilities**  
Michael Curtis Dodd  
Electrician III  

**EHSRM**  
Ronald Freeman  
Safety Specialist II  
Dexter Galindo  
Safety Specialist I  

**PSSC**  
Rene Robert Paniagua  
Sr. PeopleSoft FMS Application Services Manager  

**VPBA Office**  
Melissa May  
Director of Communication  

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**FLSA Impacts**

Might changes to the Fair Labor Standards Act (FLSA) affect your job? What does this law mean to exempt and nonexempt staff working extra hours?

Effective December 1, 2016, the U.S. Department of Labor revised rules governing employee exemption status. Based on this revision, many employees earning under $47,476 annually will convert to non-exempt status. UTSA HR will make sure we’re ready by offering 45 classes for employees and supervisors starting in early October.

A manager training will provide important information on timekeeping and work rules for non-exempt employees. The employee training will provide employees who may convert to non-exempt status with info on reporting their time as a non-exempt employee. Learn more.

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**Tim Duncan Day**

The HR staff celebrated Tim Duncan Day on July 21

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**Welcome to UTSA/BA!**

**Want to be Naturally Slim?**

UT Select BCBS members, learn how to lose weight and improve your health while eating the foods you love. Visit [www.naturallyslim.com/LivingWell](http://www.naturallyslim.com/LivingWell)  
Sign up by August 22.
Campus Carry Comes to UTSA

Last summer Governor Greg Abbott signed Senate Bill 11 into law (411.2031) allowing concealed guns to be carried in some buildings of public, four-year colleges in Texas. Since then, Business Affairs has been instrumental in preparing for and implementing the law here. Key players have included the Police Department, VPBA, Legal, Compliance, Facilities, Safety, Training & Development (T&D), and Employee Relations. They are committed to adhering to Texas state law, while ensuring a safe educational environment.

The law allows only concealed handguns, and those must be carried on the body of a person with a Texas License to Carry a Handgun (LTC). Only eligible people 21 years or older who have taken and passed the required training can submit an application and pay for a license. Peace Officers in civilian clothes may carry their weapons exposed but must have their police badge prominently displayed.

“We highly recommend that members of the community take the time to learn the concealed carry laws and UTSA’s policy. Individuals knowledgeable of the laws will be in a much better position to determine if they actually observe a violation,” said Captain Daniel Kiley, University Police.

Anne Jett, Director of Training & Development, described the challenges of writing the mandatory training program to ensure understanding by a wide range of learners, while navigating issues with bills, laws, penal codes, and policy. “We base all training on the authority of the subject matter expert. Even though the Police Department was the clearinghouse and primary authority, all stakeholders had valuable input and points of view, sometimes conflicting,” said Jett.

The class—Campus Carry: What You Need to Know—is offered now online (EP0499) and in the classroom (EP0500). All employees are required to take either format of the course. Visit [http://training.utsa.edu](http://training.utsa.edu)

Among the topics covered in the classes are exclusion zones. They include the Police Department, athletic venues, the Rec Center, Roadrunner Café and JPL dining areas. “Exclusion zones are well defined on the Campus Carry webpage, and people can refer to the FAQ section for answers to the most common questions,” said Kiley. Staff members working in a single-occupancy office can designate their offices as exclusion zones. They must give verbal notification—and when feasible written notice—that handguns are not permitted there.

Since the law only applies to concealed handguns, if you see someone carrying a handgun on campus, contact the UTSA Police Department at 210-458-4242. Emergencies should be reported by calling 458-4911. The old adage “If you see something, say something” always applies.

Learn more at [www.utsa.edu/campuscarry](http://www.utsa.edu/campuscarry)

Facilities’ Armando Ramos, Roland Zavala, Ray Rios, (L to R) and Scott Reuter (not pictured) helped coordinate a video shoot with Channel 4 and the University Communication & Marketing team.

Reporter Ashlei King and her cameraman came to campus on July 28 to shoot footage of the crew hanging signs. Campus spokesperson Joe Izbrand was interviewed about the new campus carry policy.
Goes Back to School

Summer Dust…
Ingredients for Great New Fall Food Options

Dining In Style  Upgrade your eating experience on campus this fall. The summer renovation of the JPL food court includes the addition of Greens to Go, offering more than 10,800 customizable options for salads and wraps. Creating a Provisions on Demand (POD) within the food court allowed the addition of cash registers at each venue, saving customers time by eliminating the need to stand in two lines for purchases in this busy food court. Steak ‘n Shake opens later this semester offering its iconic Steakburger and handmade shakes, as well as breakfast options, often requested by diners. The JPL renovation provides new dining locations on campus and brings a new look with improved seating and lighting. This project is another example of successful collaboration between Campus Services and Facilities.

Follow UTSA Dining on social media.

PARKING

Over the summer, Campus Services coated and painted parking lots across campus and improved space markings in Resident Lots 1 & 2, Bauerle Road Lots 1 & 2, and the Ford lot.

New ‘16-17 garage permits for Bauerle and Ximenes are equipped with Radio Frequency Identification technology, allowing permit holders to approach the gate, pause, and pass through effortlessly.

Want to get away? We have Zipcars Learn more

Read about major Campus Services projects.