Last week, I had the privilege to greet our community at the kickoff for the State Employee Charitable Campaign. Many UTSA employees gathered to support this effort and everyone had a chance for door prizes plus the opportunity to receive a Starbucks $5 gift certificate. I hope you will join me in contributing and making our goal of raising $200,000 a reality. For many years I have been an advocate for the food bank in their goal of fighting hunger and feeding hope. Donating through my payroll deduction makes things happen for the food bank each and every month as hunger doesn’t take a break from the normal lives of those needing assistance.

In addition, I welcomed our faculty, staff and students at the National Night Out event to raise awareness for safety and reducing crime in our community. What a fun event to gather the Rowdy community and ask everyone to be committed in making our campus a safer place for all. We all have a part in standing up for one another and looking out for students, visitors and our fellow employee’s wellbeing. Be alert for things that seem out of place, or for anyone needing help, you just never know when the smallest effort can make a difference in changing a situation from dangerous to safe. The police are working on rolling out a Police app as part of our UTSA Mobile app making it even easier to report activity and security concerns that are critical.

Kathy
Spotlight on...

Randy Spencer

Randy Spencer joined the UTSA team in May 2010. He has been UTSA’s Risk and Claims Analyst since October 2012. His primary job duties currently include receiving and managing Workers Compensation Insurance claims, as well as investigating and processing third-party property damage and bodily injury claims. Prior to this, Randy was a Safety Specialist I with the UTSA Fire Prevention Team, where he spent most of his time inspecting fire extinguishers, running fire pumps, and performing other safety inspections.

Born and raised in southern California, he learned to SCUBA dive and earned a brown belt in Tae Kwon Do. While in San Diego, Randy worked in Corporate Security for Qualcomm and in the Environmental Health and Safety (EHS) office for the Sidney Kimmel Cancer Center. He and his family moved to San Antonio in 2005 and he worked in the EHS office at SeaWorld. Before coming to UTSA, Randy was the Safety Manager at KLN Steel.

Randy particularly enjoys guiding injured employees through the complexities of Workers Compensation Insurance. He finds great fulfillment in the act of helping others in their moments of distress. Randy is pleased that his clients know that they are not alone in the process.

Randy and his beautiful wife, April, will be celebrating their 20th wedding anniversary this November. They have two daughters, Samantha, 18, and Grace, 15, that attend Brennan High School. Samantha is looking at colleges – including UTSA! They have three dogs and two cats.

He appreciates the management and organization at UTSA, compared to his previous experience. He also values the stability that UTSA offers its employees. Randy especially cherishes the families in his life – his wife and daughters, and his teammates at UTSA.

Thank you, Randy, for your dedication, hard work, and service to the University and Business Affairs.

Randy 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!

Daylight Savings Time

At 2:00 a.m. on Sunday, November 1, 2015, clocks will be set back by one hour in observance of the end of Daylight Savings time (DST). Employees working during the change to standard time will receive credit for nine hours worked for that completed shift and should be reflected on the employee time record. Work adjustments within the seven day work week may be made by departmental supervisors to prevent the accrual of overtime or state comp time hours.

If you have any questions, please contact Payroll Services at 458-4280.

UTShare

The October Spotlight introduces the “Campus Outreach” meetings. Individual groups will be invited to specific meetings scheduled for Fall 2015. We want to hear your recommendations for enhancements to PeopleSoft Functionality and more “Tips” and “How To” information that can make using PeopleSoft easier to use. The “Tips” and “How To” information come directly from the calls and SPOC tickets received daily and passing along helpful information to end users.

Click here to follow the Spotlight
Chief Barrera and Chief Pena,

Good morning. I was on my way to work this morning when I started hearing some noises from one of my tires. I awkwardly pulled over at the Brenan Ave. entrance and started to look around my car. About that time, two UTSA Police Officers (Officer Manuel Gutierrez and Sergeant Robert Major) came by and asked if there was a problem. I told them that I was having car problems and they helped take a look at my car. They even got a tire pressure gauge and measured my two front tires. Seeing that they were low and that I may have a nail puncture in one of them, they asked if I was headed to campus. I told them yes and was headed to Bauerle Rd. Garage where the lighting would help me do a better check of my car. They said if I had any problems, give UTSA Dispatch a call and they’d be glad to help out again.

I didn’t get a chance to get the names of the two officers. But their help was greatly appreciated and I wanted to make sure that their supervisors were notified about this. It is comforting to know that they were around to help out even with minor problems like the one I had.

Thanks for your time,
Richard Quini
Systems Analyst III
UTSA Libraries

Kudos

Kudos to Wendy McCoy and her Lab Safety team of Shannon Marquess, Jake Hernandez, Quy Fung and Dianna Olukotun for their outstanding job in passing the Centers for Disease Control and Prevention’s three year renewal inspection of UTSA’s select agent high containment lab in August. The inspection went for two days and involves personnel interviews, plus an exhaustive review of the facility, procedures, manuals and records of personnel training and facility maintenance and performance to design standards. The report received this month only had one minor departure listed (in process of being corrected), our best showing ever and is a testament to all the hard work and sweating of the details that goes into this process.

Many thanks also to our partners in Facilities with Justin Lowe’s O&M Research Zone and James Jinks Operation’s crew, as well as Jessenia Skelton and her Access Control crew for their assistance all year in maintaining this complicated facility. Also thanks to Dr. Amanda Read with VP Research for assisting with training and procedural updates and of course Dr. Karl Klose’s and Dr. Bernard Arulanandam’s research staff for their daily professionalism in conducting this important vaccine research.

Brian Moroney
Director EHSRM

Dear Ron (Woltersdorf), Julian Trevino, and David Thompson,

I met you briefly last summer when Jessica Sauceda was helping our department put on a symposium in the Buena Vista Theatre. We are planning an event again next week and one again on November 11, and as we are putting together all the logistics, I am reminded of what an incredible job Jessica does every single time to ensure that all of the elements that Facilities provides for us are delivered on time and in great working condition. She is a pleasure to work with and she goes above and beyond to deliver a first-class product.

She is an asset to Facilities and UTSA.

With my best regards,
Nancy Scott Jones
Program Coordinator
Center for Educational Leadership, Policy and Professional Development

Thank you all for striving for excellence every day!

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Richard Quini
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UTSA Libraries

Bookstore Renaming

The UTSA Bookstore is now the Rowdy Campus Store. With this new name comes a bold new look designed to promote and enhance the UTSA spirit. Visit the Rowdy Campus Store to see the new features, including updated displays and wall clings, expanded beverage selection, improved access to textbooks, and redesigned displays to better highlight the expanded UTSA Spirit.

Napkin Talk

Did you know Business Auxiliary Services and UTSA Dining gather information through several methods to assess and improve dining services on campus? Napkin Talk at the Roadrunner Cafe, Voice of the Consumer, and Table Touches at each venue provide immediate feedback regarding the dining experience, while Fall and Spring Dining Styles Surveys offer a more broad picture of dining satisfaction.
The UTSA Office of Emergency Management recently conducted assessments of campus facilities to determine areas that may be utilized during severe weather shelters. Over the past few months, they have installed 115 severe weather shelter signs across all three campuses, and many more locations are being evaluated for future designation as a shelter. If you are on campus when severe weather or tornado warnings are issued, it is recommended that you use good independent judgment in regard to your immediate safety, act quickly, and follow instructions provided from official sources.

As a general rule to shelter-in-place during severe weather:

- Seek an interior room with no windows (or glass walls) on the lowest level of a building.
- Rooms without an exterior wall are preferred, and please avoid auditoriums or rooms with high/vaulted ceilings.

At UTSA, we highly recommend interior restrooms and exit stairwells as places of safe refuge during severe weather, although some classrooms, conference rooms, meeting spaces, or hallways may also work well.

Heed the weather warnings provided by National Weather Service and/or the UTSA Alerts Emergency Notification System, and listen to local news stations or monitor radars.

Act quickly, warn others around you, and remain in a safe place until conditions improve.

Become familiar with the red “Severe Weather Shelter” signs on campus. For safety tips and information, visit the UTSA Campus Alerts website at www.alerts.utsa.edu.

Remember, preparedness is EVERYONE’s responsibility!
SAVE THE DATE
FLU SHOT & BIOMETRIC SCREENING
UTSA FACULTY & STAFF

This year, you have an option to receive a preventative health checkup along with your flu vaccination. These services are at no cost to you. This benefit is for all UT Select BCBS members only. Bring your insurance card and your driver’s license. Register at www.TimeConfirm.com/UTSA. Please email wellness@utsa.edu for more information.
Facilities iService Desk

With the start of what promises to be a great, yet busy academic year, Facilities has enhanced the iService Desk to provide the university community with ease in requesting and tracking services. The iService Desk, part of Facilities’ Computerized Maintenance Management System, allows customers to submit and track their service requests online.

University employees can use the iService Desk to submit requests for all non-emergency services provided by Facilities, such as building maintenance, event services, housekeeping support, moving furniture, room temperature adjustments, and more. By using the iService Desk, customers expedite the processing of their request and have the ability to track the status of their work order through a “Search by Number” function or work order “Queries.”

The iService Desk is easy to use, but if you would like to receive advanced training please sign up for Facilities iService Desk – How to Navigate (AM 587) by visiting the Human Resources Training & Development webpage.

To submit your next request for non-emergency service, please visit the Facilities iService Desk. For more information about Facilities services, please visit their webpage at http://facilities.utsa.edu/WC.htm.

McKinney Lecture Halls

The Humanities & Social Sciences (HSS) Building was renamed McKinney Humanities Building in 2011 in honor of Mary E. McKinney after she donated her estate to the University, which was the largest single gift in UTSA’s history.

Four lecture halls were renovated last year to provide better accommodations to the students and staff. Recently, four additional lecture halls were renovated. The renovations included the installation of new seating that is equipped with electrical outlets for students’ electronic devices, lighting upgrades providing faculty with control for different types of presentations, and new carpet. In addition, behind-the-scenes work has been ongoing to replace the 40 year old air conditioning systems for the building. The air conditioning upgrades are scheduled for completion before the Spring 2016 semester.

Visitor Booth Closed

Effective October 1st, the Tobin Information Booth will no longer serve as a visitor information hub operated by Business Auxiliary Services, and instead will serve the needs of the UTSA Police Department at their discretion. BAS partnered with UTSA PD to provide additional space for their operation. Moving forward, departments should direct campus visitors to hourly parking in the Ximenes Avenue and Bauerle Road Garages.

New Pay Stations

Paying for hourly parking at UTSA just got easier: BAS proudly unveiled new parking pay stations at the Downtown Campus in the Durango Building and the Downtown Campus Garage. The addition of new pay stations cuts down on the time customers spend waiting in line and allows them to enter and leave campus faster and easier. Another pay station is slated for installation on the Main Campus in the Arts Building in the near future.

Worth Remembering...

"The value of a man resides in what he gives and not what he is capable of receiving"
- Albert Einstein

Business Affairs Promise

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