They came by the thousands, ...male, female; short, tall; thin, not-so-thin; young, not-so-young, old; professionals, neophytes, experienced, not-so-experienced, beginners; fast, slow, slower; healthy, injured, strong, not-so-strong; athletes, couch-potatoes; sleepy, sleepier; even barefoot; every ethnicity (or so it seemed), from 50 U.S. states and over 80 countries, all on a very cold Sunday morning to participate in the Inaugural San Antonio Rock n’ Roll Marathon and ½ Marathon. Some finished strong, some hobbled over the finish, an unfortunate number didn’t finish, but they all exemplified great determination and resilience in pursuing their own personal goals and ambitions. Except for a lone, obnoxious Texas Tech fan who yelled insults at me from the sidewalk (I wore a Longhorn visor with a UTSA sweat suit), the camaraderie, sportsmanship, and unity of support were among the many highpoints of the race.

The Governor, apparently somewhat disoriented from the early hour and cold, greeted everyone with, “Good morning, Austin.” After a deafening spontaneous groan from the 25,000 participants, much aware that they were in the ‘Alamo City,’ the race proceeded at a higher level of consciousness. Thankfully, there must always be these most memorable moments!

As my ½ marathon walk drew to a finale at 3 hours, 19 minutes and 18 seconds (just under a sustained 4 mph), I was thankful for many things, not the least of which was that it was over! But much more than that, I was thankful for the time that I’d dedicated to training and working out so that I’d have the stamina and strength to endure the 13.1 miles, and do it at the level that I dreamed.

In addition to my training and exercise regime, other primary ingredients to the successful walk included educating myself about the detailed challenges of a ½ marathon and, of course, the initial commitment to do the walk and finish well. Without the consistent support, encouragement, and assistance from family and colleagues, my participation would have been in severe jeopardy. These ingredients are similar to those necessary to fulfill our Business Affair’s goals and successful partnering and service delivery initiatives. There must be first and foremost a commitment to excellence, a disciplined work ethic, appropriate education and training, and a willingness to encourage and support each other along the way. Expressing thankfulness, as with giving, are strong motivators and say a great deal about an individual’s and team’s heart.

Just as in any race, we have many opportunities to achieve and receive great satisfaction from our jobs. Let’s run the race set before us – every person, everyday, every job.

I wish you and your family a blessed Thanksgiving,

Kerry
Once again, Business Affairs employees have led the way in the annual State Employee Charitable Campaign (SECC) with an outstanding 90.2% participation rate – an increase of over 7% from last year’s 82.9% rate. That is an extraordinary effort. In fact, 31 of the 41 Business Affairs departments reached a 100% participation rate which includes all the Facilities areas!

CONGRATULATIONS!

UTSA contributed more than $228,000 to the local, national and international nonprofit charities through the SECC and as a whole had a 76.7% participation rate which was up almost 6% over last year.

Thank you for stepping out and taking the lead once again in your support of those in need on our campus and in the community. Business Affairs Cares!

Marilyn Judy

Marilyn Judy is the mother of two boys of whom she is extremely proud. Randy is in the Air Force and works with the Predator spy plane used in Iraq and Afghanistan. Allen is a peace officer for the Texas Parks and Wildlife Dept. Her husband is a retired coach and teacher.

Prior to Marilyn’s business career, she was a public school teacher where she developed quick thinking skills and learned how to defuse tense situations - knowledge which she has used in the business world.

After working for an interior decorating firm in the accounting department and Cingular Wireless in their compensation department, Marilyn joined UTSA in 2002. Initially, she worked in the Disbursements office and she’s currently in the JPL Fiscal Services office as an Administrative Services Officer I.

Everywhere she has worked, Marilyn is always mindful that how we treat people influences their perception or opinion of that company. This is as important to a successful company as employees doing a competent job in their assigned tasks.

Marilyn’s hobbies include collecting various historical items. She has a graffiti piece of the Berlin Wall, a rock from the battlefield where David and Goliath fought, a signed Mickey Mantle baseball, and an original picture of the flag raising at Iwo Jima.

Marilyn feels fortunate to work at an institution where change means progress thanks to the progressive leadership in place at UTSA. She states, “My biggest satisfaction in this job is not only challenging myself to do the best I can, but when I have an upset student or parent leave feeling grateful because we cared about their concerns and worked towards a solution.”

Marilyn expresses her appreciation to all the Fiscal Account Specialists in the department who really deserve recognition for making all the jobs in Fiscal Services easier.

Thank you, Marilyn, for your service to the University and to Business Affairs!

Marilyn 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!

**Holiday Luncheon**

Mark your calendars!

Business Affairs Holiday Luncheon

December 16, 2008

11:30 a.m. — 1:00 p.m.

UC III Ballroom

Come join the festivities!!
Congratulations to Captain Dan Kiley for graduating from the 234th Session of the prestigious FBI National Academy in Quantico, Virginia in September 2008. He is the 3rd officer of our UTSA Police Department to have completed the Academy.

Captain Kiley moved to San Antonio following 21 years of service with the US Air Force. He attended the 61st class of The University of Texas System Police Academy, graduating in September 1996. Captain Kiley is also an alumni of UTSA graduating with a Bachelor of Arts degree in Criminal Justice in August 2000.

In June 2007, Captain Kiley graduated from the 10-week Law Enforcement Management Institute of Texas (LEMIT) Leadership Command College. After working his way up through the ranks, Captain Kiley has served in various positions within the UTSA Police Department and is currently assigned as the Support Services Commander.

Congratulations Captain Kiley!
**Construction Update**

The City of San Antonio sponsored tree planning program, publicized in June 2008, caught the attention of Facilities Planning Analyst, David Nuckels. This City initiative is to increase the tree canopy cover over the entire city. San Antonio Parks & Recreation and Development Services departments challenged neighborhoods and businesses to plant 825 new trees across the city during the ideal fall tree planting season.

To David, the addition of colorful fall trees to the UTSA landscape sounded great. After ensuring University support, David submitted the required application, and waited. He received the much anticipated call from Michael Nentwich, City Arborist; UTSA would be granted 50 colorful Big Tooth Maples and Bur, Lacey and Mexican Oaks to compliment native live oaks and junipers that during the fall show no color.

The trees will be planted near the George Brackenridge/Sam Barshop Road entrance and along UTSA Blvd. Once fully matured, the trees will have red, orange, yellow or peach canopies each fall.

**HR SECC Contribution**

The Office of Human Resources Management and Development has plenty to "crow" about (or should we say, "scarecrow.") when it comes to the SECC. HR staff members assembled October 6th for a presentation on the importance of donating to SECC and to kick-off a scarecrow design contest.

Staff members divided into five teams and created scarecrow displays with HR themes. "Voting" for the best scarecrow was in the form of donations. The winning team was recognized and the proceeds benefited Any Baby Can, an agency that serves families with children facing serious health or developmental challenges.

After three tough days of campaigning, Team 5 – Metrics Man (Measuring Our Success) managed to win the popular vote at $62.64. However, all teams were winners, collecting a total of $200 for Any Baby Can.

**Survey of Organizational Excellence**

Preparation is under way for the Survey of Organizational Excellence (SOE). The Business Affairs direct reports are beginning to collect and report data about initiatives and various improvement projects that have been implemented since previous surveys. This information will be reported back to employees as preparations are made to survey in February 2009. Watch for more news related to the 2009 Business Affairs SOE in coming issues of Business Horizons.

**Rock ‘N’ Roll Marathon**

About 12,000 San Antonio residents, along with 13,000 visitors, participated in the Rock ‘n’ Roll San Antonio Marathon and Half-Marathon, November 16th, making the streets come alive with their pumping arms and churning legs.

Both runners and organizers deemed the event a rousing success. “This is nothing short of inspirational,” Mayor Phil Hardberger said. Local business analysts predicted the event would generate $17.1 million in total economic impact for the area, with the publicity also serving as a kind of postcard to lure more visitors to the city. Congrats to all participants!
On November 12, 2008, the Office of Financial Affairs honored the Banking Services Conversion Team, a group of Financial Affairs, IT and UT Austin staff members who came together to successfully convert UTSA’s banking services to JP Morgan Chase. The project was led by Gary Lott, Director of Financial Services and Bursar and Lenora Chapman, Assistant Vice President, Financial Affairs and Controller.

Janet Parker, Associate Vice President of Financial Affairs, kicked off the appreciation breakfast held at the Roadrunner Café, and was joined by her staff, as well as colleagues from Administrative Computing Department and JP Morgan Chase. "The efforts of everyone involved, especially those of you here today are so greatly appreciated. Your contributions are what resulted in our success!" said Parker.

The conversion to JP Morgan Chase provides a number of benefits to UTSA, including a 50% savings in bank fees as well as the implementation of the Remote Deposit System, a service that allows UTSA to scan checks for same day deposit processing — instead of waiting for a courier to deliver to the bank on the next business day. "I’m seeing over 90% of the scanned checks in our available balance the next working day. This allows me to invest the proceeds at least a full day earlier every single day," said Gary Lott.

Not only were these staff members responsible for ensuring UTSA’s daily business functions were not interrupted during the conversion process, they were also responsible for the implementation of the new banking system, which involved the student refund checks, vendor checks, payroll checks, ACH and positive pay services.

"UTSA now prints their own checks instead of using pre-printed check stock. Another great improvement", said Lenora Chapman.

Congratulations to all members of the Banking Services Conversion Team for your efforts during the conversion.

Emergency Management Receives Grant

UTSA has received a grant for $50,000 from UT System to support the development, implementation and/or enhancement of a fully integrated, all-hazards emergency management plan that was submitted by Donovan Agans in collaboration with Environmental Health Safety and Risk Management.

As recommended by a focus group of business officers, a separate U. T. System grant to address a specific need was approved by the Risk Management Executive Committee. The grant this year was awarded to support the development, implementation and/or enhancement of a fully integrated, all-hazards emergency management plan with an emphasis on mitigating employee and occupational health risks in and during an emergency.

Applications were evaluated using the following considerations: 1) Identification, quantification and assessment of unique hazards or vulnerabilities; 2) Incorporation of the four phases of emergency management; 3) Soundness of strategy for developing, implementing and/or enhancing the plan; and Applicability for use at other institutions.

Congratulations to Donovan (pictured) for his proactive leadership in advancing our emergency management planning.
For the sixth time in the last seven years, UTSA is among the top 25 Historically Underutilized Business (HUB) programs in the state of Texas. In FY 2008, more than $16.5 million or 30% of total eligible UTSA expenditures was spent with HUB vendors, which are minority and women-owned businesses certified by the state of Texas.

UTSA joins two other University of Texas institutions in the top 25 HUB Programs in Texas – U.T. Tyler and U.T. Arlington.

On November 18th, at the Annual HUB Recognition Program in the University Center Harris Room, the HUB staff honored and recognized those individuals and departments who played key roles in the HUB Program’s success.

The holiday season is upon us! It’s time to start planning holiday parties, attending family gatherings, enjoying sweet treats, and shopping for that perfect gift. Although the holidays are supposed to be a time full of joy and cheer, for many people, the season isn’t so bright. The mountain of holiday tasks can seem overwhelming and stressful. A time for family and togetherness can be a time of loneliness and pain for those individuals who are away from family and friends for the holidays or who are coping with or grieving for the loss of a loved one. Anxiety about the future, reflection of past failures, and worry from too many commitments and stretched finances also tend to resurface during the holiday season.

This stress and anxiety can lead to the onset of the “Holiday Blues,” a condition characterized by feelings of depression and frustration. As a service to University employees and their dependents, the Employee Assistance Program (EAP) is available to offer guidance on how to combat the “Holiday Blues” and cope with stress and depression so that they can truly celebrate the warmth of the season.

For an appointment and confidential consultation, we encourage you to contact Deer Oaks’ EAP hotline at 1-866-EAP-2400 (1-866-327-2400) – 24 hours a day 7 days a week.

For additional information, visit the HR website:

http://www.utsa.edu/hr/EmployeeRelations/apinfo.cfm

**UTSA HUB Program**

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The Office of Disbursements and Travel Services thanks you for your service and commitment to UTSA and encourages you to take advantage of direct deposit, a service which expedites your non-payroll related reimbursements by electronically depositing funds to your bank account.

**What are the benefits for direct deposit?**

- Waiting in line at the bank is eliminated
- Eliminates the worry of receiving or losing a check
- Easy access to your funds for your bank card transactions and investment opportunities
- Receive automatic email notices for incoming deposits that also include detailed invoice information—as long as you provide your email address when signing up

All you need is one simple form. Please visit [http://www.utsa.edu/financialaffairs/controller/index.html](http://www.utsa.edu/financialaffairs/controller/index.html) and select the non-payroll direct deposit form.

For any questions, contact Antoinette Davis at Antoinette.Davis@utsa.edu or 458-4831.

**UTSA Projects Earn Awards**

The Physical Plant Building renovation drew special attention last month. The Associated Builders and Contractors/South Texas Chapter presented an “Excellence in Construction” award to the project’s general contractor, Alpha Building Corporation. The award selection panel named the renovation as the top project in the "Under $4 Million" category.

The Laurel Village Student Housing and Roadrunner Café Addition project was also in the limelight. Constructed by SpawGlass and managed by OFPC, this project met the stringent criteria by the Nominating Committee and was awarded an “Excellence in Construction” trophy at the 2008 Excellence in Construction Awards Gala held in Houston, November 10th.

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