

# THE UNIVERSITY OF TEXAS AT SAN ANTONIO

## SUMMARY MINUTES OF THE STAFF COUNCIL MEETING OF JANUARY 25, 2001

The third Regular Meeting of the Staff Council for the academic year 2000-2001 was held in University Center Retama Room on January 25, 2001 at 3:30 p.m. with John Poindexter, Chair, presiding, Janice Kramer, Secretary

### I. Call to order and taking of attendance

**Present:** Jane Armstrong, Patti Cutler, Linda Edmundson, Joyce Fox, Fred Hample, Bettie Karter, Janice Kramer, Javier Lara, Rita Marquez, Maria Martinez, Elaine M. Miller, John Poindexter, Deborah Riley, Beverly Smith, Diana Smith, Brenda Stevens, Alven, Stewart, Paula Vernick,

**Absent:** Brenda Barron (excused), Ray Casiano, Curtis Crimiel, Ray Gonzales (excused), Misty Heath, Linda Mahoney, Deryl Martin (excused), Sharron Pacheco (excused), Cristina Pena-Walls (excused), Debbie Perez (excused), Terri Reynolds (excused), Ursula Wheeler

**Total members present:** 18

**Total members absent:** 12

- II. Approval of [December 6, 2000](#) Staff Council Meeting - amended to reflect the correct name of the committee approved at the meeting: Employee Educational Benefits Committee. Approved as amended.
- III. Report to Staff Council by David Larson, Vice President Business Affairs

Discussion about the continuation of summer hours. Received complaints last year. When summer hours first implemented, most offices closed. Then more and more started staying open because of student complaints. Increased demand for services on Friday afternoon. Morale issue, employees liked summer hours and energy was being saved. All energy savings have now disappeared. Has discussed with the Executive Officers and they are ambivalent. Some offices are not conducive to skeleton crews. Asking for Staff Council members to provide the general views of staff about summer hours. There is a way to have both - have offices open full-time but employees have flexibility in the individuals offices. Flexible schedules - key is providing services customers want.

### IV. Vice Chair Report on Executive Board Meetings

- A. Secretary - Janice Kramer for Terri Reynolds, Vice Chair  
Janice Kramer reported that the Staff Council Executive Board had met on December 8, 2000 with David Larson, Vice President Business Affairs. Mr. Larson expressed his congratulations on the formation of Staff Council and offered his support.

The Executive Board met on January 11, 2001 with Alven Stewart, Chair of the Bylaws Committee, to discuss developments with the Bylaws Committee.

The Executive Board met on January 12, 2001 with Tomas Larralde, Special Assistant to the President. Mr. Larralde expressed President Romo's interest in staff issues, especially staff recognition.

The Executive Board met on January 23, 2001 to set the agenda for the next Staff Council meeting.

V. Reports

- A. Communications Committee - Fred Hample, Chair  
Will send his report to John Poindexter via campus mail. There was general discussion about who constituents are and how to communicate with them. John Poindexter stated that all members of the Council would have to be communicators and bring issues back to the group.
- B. Website Committee - John Poindexter for Cristina Pena-Walls  
John announced web site is up and running under Governance.
- C. Elections/Membership Committee - Patti Cutler, Chair Patti Cutler asked what council members really wanted to know about who their constituents are. Choices: list by area and assign; represent different areas, split up by different departments; important for campus to realize who Council members are.
- D. Bylaws Committee - Alven Stewart, Chair  
No report, but work continues on the bylaws.

VI. Chair Report on U.T. System Employee Advisory Council

VII. New Business

- A. Invitation to Jerry Barloco, Vice president for Administration and Interim Vice President for University Advancement to Speak to Staff Council

Jerry Barloco, Vice President for Administration has asked to speak to the Council about the issue of harassment on campus. He is meeting with various groups on campus to state the zero tolerance policy and offenders will be terminated. Brenda Stevens made **motion** to approve issuing an invitation to Mr. Barloco to speak to the Council at the next meeting, Elaine Miller seconded. Discussion followed. Bettie Karter noted that the Council is just getting organized and that they should, perhaps, defer the invitation. Motion **defeated**.

- B. Staff Recognition Issues  
John Poindexter reported there have been no staff recognition awards for 18 months although some key individuals have received stipends. Nothing happening right now, but the President feels this is an important issue.

Patti Cutler suggested continued support of awards but recommend reassessment of entire process. Staff Council should be represented on any new committee that is formed to work on this.

Fred Hample **motioned** to support and actively pursue continuation of staff recognition awards. Maria Martinez seconded. Motion **passed**.

C. Other New Business

- a. Invitation from the President to attend Homecoming event - John Poindexter encourages attendance.
- b. Parking Issues, Beverly Smith - Such as staff fees higher than students and bus passes for staff. Deborah Riley, who is on the Parking and Traffic Committee will check on these issues and report back at the next meeting of Staff Council.
- c. Road to West Campus, Jane Armstrong - Needs to be cleaned up. Janice Kramer suggested that Jane should report the issue to Grounds Maintenance.
- d. Special Committee, Employee Educational Benefits Committee, Paula Vernick - Paula reported that she met with David Larson and Ernie DeWinne about staff tuition issue. She is extremely encouraged as a result of this meeting.
- e. Set Time for Next Monthly Meeting in February - Deborah Riley **motioned** that future meetings start at 3:00 p.m. Jane Armstrong seconded. Motion **passed**. The next meeting of the Staff Council was scheduled for February 22, 2001 with notification of location to be sent at a later date.

VIII. Meeting adjourned.