

THE UNIVERSITY OF TEXAS AT SAN ANTONIO

SUMMARY MINUTES OF THE STAFF COUNCIL MEETING OF MARCH 21, 2002

The seventh Regular Meeting of the Staff Council for the academic year 2001-2002 was held in the Assembly Room (JPL 4.03.08), on March 21, 2002, at 3:00 p.m. with Terri Reynolds, Chair, presiding; Janice Kramer, Secretary.

I. Call to order and taking of attendance

Present: Alka Bhavsar, Kathy Calucci, Jim Cosgrove, Ray Gonzales, Bill Hamilton, Pat Harborth, James Jinks, Misty Kelley, Daniel Kiley, Kathi Kortz, Janice Kramer, Deryl Martin, Glenda Norton, Rita Marquez, Cindy Orth, Sharron Pacheco, Terri Reynolds, Debbie Riley, Rosalinda Stead, Ursula Wheeler

Absent: Bill Angrove, Jane Armstrong, Patricia Dunn (excused), Linda Edmundson (excused), Craig Evans (excused) CJ Lee (excused), Michelle Lopez (excused), Linda Mahoney (excused), Cristina Pena-Walls, Brenda Stevens

Total members present: 20

Total members absent: 10

II. Minutes of the February 28, 2002, meeting were approved.

III. Vice-Chair Report on Executive Board Meetings Meeting held to prepare the agenda.

IV. Committee Reports

A. Communications Committee - Craig Evans, Chair

The bylaws were corrected on the web site. The Communications Committee is working on the roster. He is checking into the possibility of producing a printed faculty/staff directory.

B. Elections/Membership Committee - Debbie Riley, Chair

Ms. Riley reported that membership lists would be sent to representatives in each executive officer area. Council members will be responsible for correcting and updating staff lists within their reporting areas.

C. Employee Benefits/Compensation Committee - Sharrón Pacheco

The committee is reviewing various benefit areas, such as new employee program, retirement, compression, wellness and recreation, and health insurance. A report will be presented at the April meeting.

V. Old Business

A. Signage

Ms. Reynolds distributed door signs identifying Staff Council members. Cost was approximately \$10 per sign.

B. Parking Issues - Roger Terry, guest

Mr. Terry reported that the current growth in the need for parking spaces is expected to continue to increase. The Police Department is giving tickets when cars are parked illegally and using towing as a last resort. Some may even lose their parking privileges. To avoid having a lot of students showing up at one time, Deans are being asked to consider scheduling classes differently.

He noted that the remote parking lot, Lot 11, has been successful. He provided information on the number of spaces available in each category: 24 hour reserved parking - 159; Permit A - 378; Permit B - 714; Handicapped - 142; Visitors - 212; General - 4,684. New lots will be available in the near future. By Fall 2002, Lots 6 and 8A will add 500 parking spaces. Rosalinda Stead noted that Permit B spaces in Lot 4 had been reduced and asked if these spaces would completely go away. Mr. Terry replied that Permit B spaces have actually increased. Deryl Martin asked if an employee could request a specific 24-hour space when they know it will become available soon. Mr. Terry requested that Ms. Martin send an e-mail with this request.

James Jinks asked if there are plans for other reduced-rate parking lots in addition to Lot 11. He suggested a reduced-rate parking permit for low-income employees. Bill Hamilton replied that this had been discussed. He suggested that these employees could car pool from Lot 11.

Mr. Terry said that scheduling special events during the evening or on Friday afternoons would help the parking situation.

C. Employee ID Cards - Corinne Vela-Zapata, guest

Ms. Vela-Zapata distributed information about the UTSA Card and Aramark's upcoming Food Expo. She explained that all students receive a UTSA Card upon registration. Blue cards designate faculty and staff; white cards designate a temporary employee. A special design for an individual unit is available for \$3 per card. Over the next few months, identification numbers will be converted to the Banner identification system. Pat Harborth asked why part-time and temporary employees are charged for identification cards. Ms. Vela-Zapata replied that this was policy. She will check on who made the policy. She requested that Council members e-mail her with any additional questions.

VIII. New Business

A. 2002-2003 Staff Compensation Package - David Larson, guest

David Larson, Vice President for Business Affairs, distributed a report on the UTSA

Compensation Package for 2002-03 (attached hereto and made a part hereof). He provided an overview of the compensation plan and added the following highlights: 1) UTSA's compensation package will be in the top two or three of all UT System components; 2) Employee health insurance is expected to remain the same as this year since UT System will negotiate terms instead of re-bidding. He then asked for questions. Ms. Reynolds asked if the vice presidents had directed a focused merit policy. Mr. Larson responded that Dr. Romo did not want the merit pay to be given to everyone. The pool should reward meritorious work. Dr. Romo left the details of how to accomplish this up to each of the vice presidents. The merit pool is based on one percent of current salaries of filled position.

Mr. Larson said that, in order to keep good employees, UTSA will need to have some kind of program that improves staff salaries. Future processes will probably involve the Staff Council. He added that he would share information on insurance rates as soon as available. Debbie Riley asked if the same formula would be used for the compression exercise again. Mr. Larson said that the committee had not met but he expects them to run the same model.

Mr. Larson reported that the UTSA Parking Committee has recommended a rate increase for parking. UTSA needs to build more parking lots and within the next five years may have to build a parking garage. Parking fees are needed to fund this construction. The proposal for parking rate increases for next year has been sent to UT System. These new fees will be announced as soon as approval is received.

IX. Next Meeting - April 25, 2002, 3:00 p.m., Assembly Room

X. Meeting adjourned.