

THE UNIVERSITY OF TEXAS AT SAN ANTONIO

**SUMMARY MINUTES OF THE STAFF COUNCIL MEETING OF
NOVEMBER 21, 2002**

The third Regular Meeting of the Staff Council for the academic year 2002–2003 was held in room 4.03.08, Assembly Room on November 21, 2002, at 3:00 p.m. with Terri Reynolds, Chair, presiding, Janice Kramer, secretary.

I. Call to order and taking of attendance

Present: Jane Armstrong, Alka Bhavsar, Kim Brandt, Kathi Calcucci, James Cosgrove, Patricia Dunn, Linda Edmundson, Ray Gonzales, Pat Harborth, James Jinks, Misty Kelley, Janice Kramer, C. J. Lee, Linda Mahoney, Deryl Martin, Glenda Norton, Rita Marquez, Cindy Orth, Terri Reynolds, Debbie Riley, Brenda Stevens, Christina Pena-Walls

Absent: Bill Angrove, Craig Evans, William Hamilton, Daniel Kiley, Kathi Kortz, Michelle Lopez, Rosalinda Stead

Total members present: 21

Total members absent: 8

II. Minutes of the October 24, 2002, meeting were approved.

III. Opening Remarks – Terri Reynolds

Ms. Reynolds reported the UT System Employee Advisory Council had prepared a presentation on best practices related to compensation that has been approved to present to the Board of Regents. The Council is also developing a proposal for a system-wide Employee Education Benefits package to be present to UT System administration for approval. This benefit, if approved, will include courses taken through the UT TeleCampus.

IV. Committee Reports

A. Communications Committee – Craig Evans, Chair

The Communication Committee continues to tweak the Staff Council Web page. Corrections or comments should be sent to Craig Evans, with a copy to Terri Reynolds.

B. Elections/Membership Committee – Debbie Riley, Chair

The Committee will work toward having an Administrative and Professional Staff member elected by the January 2003 meeting.

C. Employee Benefits/Compensation Committee – Kathi Kortz

No report.

VI. Old Business

None

VII. New Business

A. Ms. Reynolds reported revisions to University Assembly bylaws had been approved. As a result, membership on the Assembly will include seven staff representatives elected from Staff Council membership. There will be one classified staff from each executive officer area and one administrative and professional staff. An inaugural meeting of the new University Assembly will be held in late January. Members will receive additional information early next year.

Elections results:

Cindy Orth, Administrative and Professional Staff

Rosalinda Stead, Office of the President

Deryl Martin, Office of the Provost and Vice President for Academic Affairs

Patricia Dunn, Office of the Vice President for Administration

Jane Armstrong, Office of the Vice President for Business Affairs

Brenda Stevens, Office of the Vice President for Student Affairs

Rita Marquez, Office of the Vice President for University Advancement

B. Ms. Reynolds reported the Staff Council had been asked for volunteers for two university-wide committees: the UTSA Standing Committee on the Advancement of Women and the ad hoc committee being established to review bids for food services. Patti Dunn and C.J. Lee volunteered for the standing committee; Kathi Calcucci and Michelle Lopez volunteered for the ad hoc committee.

C. Ms. Reynolds asked if any of the members saw a need for the appointment of a special committee to review bylaws. Possible revisions could include changing the meetings from monthly to bi-monthly, since there is always the option to call special meetings if needed. Jane Armstrong said that the monthly meetings have resulted in better communications. There is a need for all Council members to stay current and to change the meeting schedule would be a detriment to that communication.

D. Presentation by Jerry Barloco – “Light the Fire Within”

Jerry Barloco, Vice President for Administration/Interim Vice President for University Advancement, presented a video produced as a promotional piece for the university. Also available as a CD, the material is intended to show the scope, breadth, and magnitude of the institution. This has become more of a recruiting tool than a fundraising method. As new versions are developed for different audiences, input and suggestions are being requested.

Staff Council members made the following recommendations:

- music is too solemn, needs to be more uplifting
- tie into the San Antonio community
- emphasize that we “grow our own” since UTSA graduates need to stay in the San Antonio area
- more faculty need to be included
- Engineering students that won a national award for new automobile component concept could be included
- should include material on traditions and entertainment
- more minority alumni shown be included.

VIII. Next Meeting – December 19, 2002, 3:00 p.m., Assembly Room (JPL 4.03.08)

IX. Meeting adjourned.