

THE UNIVERSITY OF TEXAS AT SAN ANTONIO

**SUMMARY MINUTES OF THE STAFF COUNCIL MEETING OF
DECEMBER 18, 2003**

The fourth Regular Meeting of the Staff Council for the academic year 2003–2004 was held in the Assembly Room (JPL 4.03.08) at 8:30 a.m. with Dan Kiley, Chair, presiding, William Hamilton, Secretary

I. Call to order and taking of attendance.

Present: Rebecca Alvaraz, Lori Bennett, Alka Bhavsar, Kim Brandt, Kathy Calucci, James Cosgrove, Patricia Dunn, Linda Edmundson, Maria Espericueta, Suzy Gray, William Hamilton, Fred Hample, Pat Harborth, James Jinks, Misty Kelley, Elnora Kennedy, Dan Kiley, Minnie Martinez, Carolyn Motley, Cindy Orth, Sonia Saenz, Anne Speights, Mary Lou Spiller, Rosalinda Stead, Don Swinson, Velma Tristan, Venetta Williams

Absent: Lisa Blancas-Olivares, Ann Roberts

Total members present: 28

Total members absent: 2

II. Minutes of the November 20, 2003, meeting were approved.

III. Committee Reports

A. Communications Committee – Patti Dunn, Chair

No report.

B. Elections/Membership Committee – Lisa Blancas-Olivares

No report.

C. Employee Benefits/Compensation Committee – Pat Harborth, Chair

Cindy Orth provided an update on the staff salary compression study currently underway. UTSA's Human Resources office hired an outside company to conduct the study this year. This company is using a different process and is still gathering data. The amount set aside for compression funding this year is \$375,000. Results are expected to be finalized shortly after the first of the year. Salary increases will be retroactive to September 1, 2003. It is extremely important to the budgeting process for the study to be finalized soon. To be eligible, staff must have been employed at UTSA for one year and have an appraisal score of 70 or above. James Jinks asked if the model used by the outside consultant would be available; Ms. Orth said she assumes it will be. Linda Edmundson

asked if this process will be permanent; Ms. Orth replied that is the intent as the momentum needs to continue. Suzy Gray made a motion to invite representatives from the Office of Human Resources to speak on the compression study at the next meeting. Motion passed unanimously.

IV. Old Business

None

V. New Business

A. Dan Kiley made a motion to invite a speaker to the February meeting to discuss current construction projects and what can be expected in the future. Motion approved.

B. Dan Kiley reported on several thefts of technology equipment that had occurred over the past several months. The Police Department has a picture of a culprit who may have committed thefts at UTSA and other local institutions. The suspect is a young, slender Hispanic or white male. The Office of Academic Technology is working closely with the Police Department to find ways to stop this type of theft.

C. Fred Hample asked if VIA issued bus passes to staff similar to student passes. Alka Bhavsar said she would try to determine if faculty and staff can purchase the semester-long pass used by students, who pay \$20 to ride any route.

VI. Next Meeting – January 22, 2004, Assembly Room (JPL 4.03.08)

VII. Meeting Adjourned and holiday treats were served.