



## THE UNIVERSITY OF TEXAS AT SAN ANTONIO

### SUMMARY MINUTES OF THE STAFF COUNCIL MEETING OF OCTOBER 28, 2004

The second regular meeting of the Staff Council for the academic year 2004-2005 was held in the University Room (BB 2.06.04) at 8:30 a.m. with Venetta Williams presiding.

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

Members present: Kim Brandt, Chris Chipps, Lachelle Dixon, Patricia Dunn, Maria Espericueta, Suzy Gray, Elnora Kennedy, John McGee, Carolyn Motley, Cindy Orth, Trish Roberts, Sonia Saenz, Anne Speights, Mary Lou Spillers, Rosalinda Stead, Don Swinson, Velma Tristan, Steve Wagner, Venetta Williams.

Members absent: Rebecca Alvarez, Lisa Blancas-Olivares, Antreshawn Buhl, Fred Hample, Dottie Kyle, Minnie Martinez, Ann Roberts, Dee Russell-Terrell, Roger Terry.

#### II. Minutes of the September 23, 2004, meeting were approved.

#### III. Committee Reports

- A. Executive Committee: Cindy Orth has telephoned Council members to encourage attendance at meetings. A discussion was held on the possibility of changing the meeting time from 8:30 to a more convenient time to increase attendance at meetings. Most members agreed the 8:30 timeslot works best. Members were asked to be more proactive and come up with things the Council can accomplish this year.
- B. Employee Benefits/Compensation Committee: Trish Roberts was elected chair of the committee. Velma Tristan, Kim Brandt, Carolyn Motley, and Rosalinda Stead volunteered to serve on the committee.
- C. Communications Committee: Suzy Gray was thanked for her work on the Staff Council website. Patti Dunn noted that she receives many questions not related to the Council but refers them to the appropriate office. She reminded all members of the need to promote an open door policy and to let staff, faculty, and students know who the Staff Council representatives are.
- D. Elections Committee: No report.

#### IV. Old Business

Representatives to the University Assembly were elected at the last meeting. All attended the University Assembly meeting. Some items brought to President Romo's attention included staff recognition and transportation problems with training held at University Heights. Future training will be scheduled at 1604 and Downtown as well as at University Heights.

V. New Business

- A. Powell Trotti, Director of Business Operations-Downtown, is looking into getting VIA bus passes for staff at a discount rate. Student bus passes allow them to travel throughout San Antonio and he would like to get something similar for staff. The Council voted unanimously to invite Mr. Trotti to give a presentation at our next meeting.
  - B. A staff member had voiced concern regarding a disability/sick leave pool issue. If a staff member does not have disability insurance they may be eligible for 100% pay using the sick leave pool. However, if a staff member has disability insurance, they can only get 60% pay and are not eligible for the sick leave pool. She was concerned that Human Resources does not adequately disseminate this information to the staff. The Benefits/Compensation committee will look into this.
  - C. The Council discussed how we can make the Council more visible to staff. Ideas included adding Staff Council and the logo to your e-mail signature line; posting information and minutes on bulletin boards in breakrooms, workrooms, and staff lounges; and publicizing in UTSA Today.
  - D. The Office of Institutional Diversity has asked to give a presentation to the Staff Council on diversity issues. They will be invited to attend next month's Council meeting.
- VI. Next meeting: November 18, 2004, BB 2.06.04 (University Room), at 8:30 a.m.
- VII. Meeting adjourned.