



## THE UNIVERSITY OF TEXAS AT SAN ANTONIO

### SUMMARY MINUTES OF THE STAFF COUNCIL MEETING OF FEBRUARY 24, 2005

The sixth 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, Antreshawn Buhl, Chris Chipps, Lachelle Dixon, Patricia Dunn, Elnora Kennedy, Minnie Martinez, Carmen Ortegon, Cindy Orth, Ann Roberts, Trish Roberts, Anne Speights, Mary Lou Spillers, Roger Terry, Velma Tristan, Steve Wagner, Venetta Williams.

Members absent: Rebecca Alvarez, Lisa Blancas-Olivares, Maria Espericueta, Suzie Gray, Fred Hample, Carolyn Motley, Dee Russell-Terrell, Sonia Saenz, Rosalinda Stead, Don Swinson.

II. Minutes of the January 27, 2005, meeting were approved.

III. Guest Speaker – Dr. Guy Bailey, Provost and Executive Vice President

Dr Bailey reported on the rapid growth of the university since 1999. He discussed the need for the infrastructure (administrative and technological support and faculty) to catch up to the enrollment growth. He discussed the lack of office space for the new faculty being hired and the lack of lab space. He noted that UTSA has increased faculty and staff salaries since 1999 to make them more competitive. Student success is a top priority and colleges are working on compacts with the university to ensure student success. Dr. Bailey answered questions posed by the Council members:

- The university has 525 tenured and tenure-track faculty. There are over 1,000 total faculty. We have about a 50/50 split between TT and NTT faculty.
- The university is looking at creative ways to use classroom space to its maximum capacity. We have tried weekend college and are looking at Friday evening and Saturday classes for obtaining a degree. The university offers very few internet classes because students want the contact with the faculty.
- Faculty cannot be put on the payroll before they are hired by the university. They must have an appointment to be paid. Sometimes colleges pay for moving expenses using various methods.
- Every unit has the option to do flextime. Flextime needs VP approval.
- The article appearing in the Austin American Statesman showed UTSA in a negative light but was meant to show how more money is needed for higher education. Unfortunately the article had a negative impact for faculty and student recruitment.
- The university is looking at more dining space on campus and looking at various options both at 1604 and Downtown.

- The new shopping center should have a positive impact on the university. There will be more food options plus offer student jobs close to the campus.
- An expansion of Chaparral Village has already been approved. There will be 700+ more units.

IV. Opening Remarks:

- A. Venetta Williams reported that she has been communicating with Mr. Kennedy regarding the nameplates for new members. He is concerned that previous members who are no longer on Staff Council still have their nameplates on their doors. The Council agreed to ask the Membership Committee contact the previous members and request they take their nameplates down. The new plaques will be ordered with the membership years. If a person is re-elected, only a year block will be ordered.
- B. The Staff Council has no budget for a “benevolence” fund. Various options for fundraisers were discussed. Patti Dunn will look at the possibility of a fundraiser during Fiesta UTSA. Cindy Orth will ask the subcommittee reviewing the bylaws to explore the option of adding fundraising activities.

V. Report of the Executive Board Activities

No report.

VI. Committee Reports

- A. Communication Committee: No report.
- B. Employee Benefits/Compensation Committee: No report.
- C. Elections Committee: No report.
- D. By-Laws Committee: The committee has not met. Cindy Orth has looked at the bylaws at three main UT components. She will complete a matrix showing the differences in the bylaws. The committee will address the issue of fundraising and what purposes it can be used for.

VII. Old Business

The Staff Council photo will be rescheduled for the March meeting.

VIII. New Business

No new business.

IX. Announcements

- A. Roger Terry announced updates to the website and information on parking and transportation. They have added much information for faculty and students.
- B. Velma Tristan announced that she and Steve Wagner had attended the HR meeting regarding the changes to the performance appraisal form. If anyone has any input regarding changes to the form, please e-mail Velma or Steve by noon tomorrow.
- C. Cindy Orth announced the budget workshops will begin March 23. The electronic travel process has already started. It will be distributed campus-wide in mid-April. Beginning March 1, Receiving will have a different receiving report form for signature. Central Receiving will now require the signature and EID of the person receiving.

X. Next meeting: March 24, 2005, BB 2.06.04 (University Room), at 8:30 a.m.

XI. Meeting adjourned.