



**THE UNIVERSITY OF TEXAS AT SAN ANTONIO**  
**SUMMARY MINUTES OF THE STAFF COUNCIL MEETING OF**  
**October 27, 2005**

The second regular meeting of the Staff Council for the academic year 2005-2006 was held in the Campus Recreation Center Studio Blue at 8:30 a.m. with Cindy Orth presiding.

I. Call to order.

Members present: Stefanie Barlow, Kim Brandt, Chris Chipps, Veronica Cortez, Sharon Cropper, Lachelle Dixon, Edna Dominguez, Patti Dunn, Nancy Ekstrom, Maria Espericueta, Janie Garcia, Laurie Gay, Monica Glover, Amie Guerrero, Elvira Jacquez, Sabina Kapoor, Carmen Ortegon, Cindy Orth, Derrick Ozuna, Rachel Pullen, Trish Roberts, Shirley Rowe, Dee Russell-Terrell, Billy Simmons, Anne Speights, Rosalinda Stead, Steve Wagner, Lori Zerr

Members absent: Lisa Blancas-Olivares, Minnie Martinez, Blanca Muniz, Belinda Munoz (excused), Melissa Tenberg, Velma Tristan (excused)

II. Minutes of the September 22, 2005, meeting were reviewed and approved.

III. Opening Remarks

Cindy Orth said that the executive board would compose a note to ensure that future meetings are set up with tables in a horseshoe alignment.

IV. Old Business

Cindy Orth gave highlights from the Oct. 10-11 Employee Advisory Council meeting at the UT System level. At this meeting, Cindy was named Chair of the EAC Communications Committee. She indicated that this meeting showcased an overview of what each UT institution was doing, that UTSA is in very good standing, and that the UT System's concern is making sure that what happens at the EAC is distributed to the different institutions. In addition, there were presentations about how this month is Diversity Month at several campuses and how the UT System is developing a retirement plan for all institutions that they will run centrally.

V. New Business

A. Cindy Orth explained the UT System need to compile the top two or three concerns posed by the staff members from each of the institutions. We came up with the following three concerns that Cindy will take to the next EAC meeting:

- i. For institutions with rapid growth, there is a need to establish an infrastructure for staff, which would include parking, food services, travel, safety, and keeping up with technology across the board.
    - ii. As salary compensation is reviewed, there should be a concentration on workload distribution, educational tuition reimbursement benefits, and professional development.
    - iii. When an employee needs to use sick-leave time or FMLA, there should be consistencies within the UT institutions. Also, there should be options to donate sick-leave time. Staff members' domestic partners should be able to partake in these benefits as well.
  - B. Cindy Orth explained that the Communications Committee should update the Staff Council website.
  - C. Cindy Orth called for two volunteers to become members of the University Assembly. Trish Roberts motioned to begin a process where from now on, all Staff Council vice chairs would serve as one of the members of Staff Council; this was voted on and approved. The following two individuals agreed to hold University Assembly positions for this academic year:
    - i. Dee-Russell Terrell, for her second year on this two-year term
    - ii. Patti Dunn, for her first year on this two-year term
  - D. Cindy Orth discussed the need to bring the president and the various vice presidents to Staff Council for their input on the state of the University. We agreed that January 2006 would be an optimal time to invite these individuals.
  - E. Cindy Orth brought to our attention that our Outlook make-a-meeting procedure, for sending reminders about Staff Council meetings, has become a problem because various individuals who are not Staff Council members have been receiving these invites via Outlook calendar delegate-permissions options. She motioned for us to send these notices out by email only on a trial basis over the next couple of months, and this was voted on and approved.
  - F. Cindy Orth proposed holding Staff Council committee meetings directly after Staff Council meetings. This was voted on and approved. Our future sessions will be last until 11:30am, where the first part is for Staff Council and the second part is for the committees.
- VI. Next meeting: November 17, 2005, at the Recreation Center (Studio Orange), at 8:30 a.m.
- VII. Meeting adjourned.