



THE UNIVERSITY OF TEXAS AT SAN ANTONIO

SUMMARY MINUTES OF THE STAFF COUNCIL MEETING OF April 27, 2006

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

I. Call to Order

Members present: Stefanie Barlow, Veronica Cortez, Sharon Cropper, Edna Dominguez, Patti Dunn, Maria Espericueta, Janie Garcia, Minnie Martinez, Belinda Munoz, CeCe Ortega, Cindy Orth, Derrick Ozuna, Rachel Pullen, Trish Roberts, Shirley Rowe, Dee Russell-Terrell, Corinne Sabo, Nina Sosa, Anne Speights, Rosalinda Stead, Melissa Tenberg, Maria Villarreal, Lori Zerr

Members absent: Kim Brandt (excused), Chris Chipps, Lachelle Dixon (excused), Laurie Gay (excused), Sabina Kapoor, Blanca Muniz (excused), Velma Tristan (excused), Steve Wagner (excused)

II. Minutes of the March 23, 2006 Meeting Reviewed & Approved to Adopt as Corrected

III. Opening Remarks

We have received approval to sell bottled water at the May 2006 commencement ceremonies. We are looking into all the logistics, including transporting the water, depositing funds into an on-campus account, handling of cash, obtaining a tent under which to work, and gaining commitments from the members of the Council.

IV. Old Business

Regarding the possibility of providing staff members with a discount for Chartwell's meals: A meal plan package is currently being created, and it will be established in August 2006. This 40-meal plan will be for non-students, will be available to all areas where meal plans are offered, and will cost \$220 plus tax per semester.

Regarding the question of HR presences at the three UTSA campuses, and also looking into verifying that the HR presences all can assist international students in processing their documentation: There is a presence at all three campuses, on various days of the week, and international student issues may be fully addressed at each campus.

Regarding the possibility of increasing staff education tuition assistance: At the May 2006 University Assembly executive planning committee meeting, there was a positive reception to the idea of a proposal to increase this tuition assistance.

Regarding the question of various employee/students who are having difficulties with gaining entrance to various on-campus events, due to *UTSA Card* discrepancies: The ID cards are based on Banner IDs, and the *UTSA Card* office will issue separate IDs to employee/students who request them.

V. New Business

We agreed that there should be certain liaisons at various UTSA offices to assist with Staff Council questions.

The Chair will create a guidebook that will assist future executive board members and will include information about the abovementioned liaisons.

Is there a possibility for increasing the amount of graded categories on the new employee annual evaluation forms? This issue will be discussed during the May 2006 meeting.

VI. Committee Reports

Employee Benefits/Compensation Committee, with Veronica Cortez as Chair: This group will meet soon to discuss employee educational benefits.

Communications Committee, with Rosalinda Stead as Chair: This group is preparing a story for the UTSA website. The story will feature “did you know” tidbits about the council and discuss the Council’s initiatives.

Elections/Membership Committee, with Dee Russell-Terrell as Chair: This group will meet soon to formulate plans.

Fund Raising Committee, with Melissa Tenberg as Chair: This group has submitted a Memorandum of Understanding to the Office of the Vice President for Business Affairs, regarding the scholarship we have created. This group was instrumental in advocating for the water bottle sales during the commencement.

Bylaws Committee, with Steve Wagner as Chair: This group plans to meet soon.

VII. Next Meeting

May 25, 2006, in the Durango Building Southwest Room (DB 1.124), at the Downtown Campus.

VIII. Meeting Adjourned