



THE UNIVERSITY OF TEXAS AT SAN ANTONIO

SUMMARY MINUTES OF THE STAFF COUNCIL MEETING OF November 16, 2006

The third regular meeting of the Staff Council for the 2006-2007 academic year was held in the Recreation Center Studio Blue at the 1604 Campus at 8:30 a.m., with Patti Dunn, Chair, presiding.

Call to Order

Members present: Marlon Anderson, Stefanie Barlow, Kim Brandt, Bradley Chandler, Carlita Contreras, Veronica Cortez, Patti Dunn, Kim Ellicks-Center, Maria Espericueta, Roy Garza, Laurie Gay, Sarah Gonzales, Carol Gonzalez, Belinda Munoz, Cindy Orth, Derrick Ozuna, Rachel Pullen, Shirley Rowe, Susan Sandoval, Nina Sosa, Anne Speights, Melissa Tenberg, Velma Tristan, Maria Villarreal, Lori Zerr

Members absent: Sharon Cropper, Janie Garcia (excused), Sabina Kapoor (excused), Minnie Martinez, CeCe Ortegon, Dee Russell-Terrell (excused), Amy Strong (excused), Cissy Thorpe (excused)

Minutes of the October 26, 2006 Meeting Reviewed & Approved

Introduction of Members of the UTHSC Staff Advisory Council

This mission of this group, with Paul Summers as Chair, is to promote a positive and collaborative outlook for staff members of the UTHSC, as well as to provide a vehicle of communication. They would also like to work more with other staff councils such as ours. This group's weblink is: <http://www.uthscsa.edu/hr/sac/index.htm>

Report of the University Assembly by Shirley Rowe

Gathering information on legislative changes; looking into low graduation rates and what may be done to improve these rates; looking into a new library; looking into improvements with wellness centers.

New Business

As UTSA's Strategic Planning Committee has been working on future plans, the Faculty/Staff Success subgroup has three important points of focus: (1) retention; (2) recruitment, to include competitive salaries, flex schedules, etc.; and (3) institutional engagement, to include volunteerism, internal procedures, etc. Members of the Security Services credit union will be working alongside this subgroup to measure success rates.

Committee Reports

Communications Committee, with Sabina Kapoor as Chair: Preparing for committee meetings.

Elections/Membership Committee, with Dee Russell-Terrell as Chair: Preparing for committee meetings.

Bylaws Committee, with Lori Zerr as Chair: Looked into adding an HR consultant/representative seat as a permanent position with the Council.

Fundraising Committee, with Melissa Tenberg as Chair: As the December commencement ceremonies are approaching, we are calling for volunteers to help with selling bottled water for Staff Council.

Employee Benefits/Compensation Committee Report, with Veronica Cortez as Chair

Announcing that as of this month, Via buses 604 and 652 now provide service to the University Heights location, thereby providing more efficient access to an important UTSA location.

Looked into the ideas of retention and how it may be affected by the fact that longevity pay is not offered to part-time employees. This will be brought up at the Employee Advisory Council's March meeting.

While UTSA currently has a job-family career-ladder succession plan for administrative professional positions, it is possible that in the near future, other job families may be offered similar succession plans.

Investigated why UTSA employees may not be able to use health insurance at the conveniently-located Texas Med Clinic. When UTSA bid for this health plan, this clinic was not covered. This may be changed if the insurance bidding process is reevaluated in the future. This site shows different health care locations available to UTSA employees:

<http://www.universityhealthsystem.com/locations/locations.html>

Issues Committee Report, with Shirley Rowe as Chair

Regarding creating more walking trails on campus, Facilities Services will research this further.

Regarding meal options at the Downtown Campus, due to low demand and a small campus size, improved options are not going to be adopted. This issue is closed, as in addition, the Downtown Campus staff members are closely situated to a wide variety of downtown restaurants.

Regarding the prevalence of graduate student teaching, various administrators have commented that there are no plans for long-term teaching replacements by graduate students.

Regarding a discussion as to the fairness of UTSA offices being charged a 10% surcharge for utilizing outside catering, this issue will be closed as the University does take a percentage of the commission from those outside vendors, bringing funds back to UTSA for facilities adjustments.

Regarding the question of whether or not part-time employees could purchase permits at a rate associated with the amount of time the employees work -- rather than purchasing a full-time employee permit -- the Parking & Transportation office responded that this was not feasible because there was no way to regulate or monitor how much time a part-time employee spent parking compared to a full-time employee.

Next Meeting

December 14, 2006, in the Durango Building Southwest Room, at the Downtown Campus.

Meeting Adjourned

Minutes prepared by Derrick Ozuna, Secretary/Historian