The first regular meeting of the Staff Council for the 2009-2010 academic year was held at the Recreation Center, Texas Room at the Main Campus at 8:30 a.m. with Rob Garza, Chair, presiding.

Members present:

Members absent:
Renee Hopkins (excused), Shirley Rowe (excused), Eric Cooper, Grace Fouts, Belinda Donvalina

Chair called meeting to order

Review and approval of minutes from August 2009 meeting:
Motion made to approve the August 2009 minutes. Motion was seconded and carried.

Values in action:
Discussion of how each staff council member’s department fulfills the UTSA Core Values (integrity, excellence, inclusiveness, respect, collaboration, innovation). Examples of how individual departments fulfill those values were given.

Discuss this year’s theme:
The theme for the 2009-2010 academic year is “Exposure and Balance”. The Chair explained that “Exposure” meant spreading the impact of the Staff Council to all staff members in the campus. The Chair stated that “Balance” referred to more equal distribution of workloads in the committees

Election of new officers:
The following officers were elected during the first meeting of the academic year:
- Vice Chair: Cie Gee
- Secretary/Historian: Shelley Underbrink
- Parliamentarian: Gregory Frieden

Meeting with University Assembly
The Chair reported on a University Assembly meeting that he attended. The University Assembly meeting discussed the goal for UTSA to become a Tier 1 university. The Chair also reported on a proposal that is being considered which would partner UTSA with the UTHSCSA to help UTSA achieve Tier 1 status. A five-member committee was formed to investigate the merger, and the committee is seeking input from staff. The Chair also reported that Coach Larry Coker spoke at the University Assembly meeting. Coach Coker reported that recruitment for the football team will begin in spring 2010 and the first season will start in September 2011.

Vacancies on Staff Council:
The Chair reported Staff Council has two vacancies.
Staff Council Committees:
Members of the Staff Council divided into three committees, and each committee elected a chairperson.

- **FUSE**: responsible for the Fundraising, University Excellence Awards Program, Scholarships, and Elections
  - Members: Clay Haverland, Cindy Orth, Ruth Coats, Ruby Rodriguez, Alegra Lozano, Amy Ramirez, Rene Lopez, Cheryl Nunn, Suzette Vallejo
  - Chair: Cindy Orth

- **Issues**: responsible for collecting issues from constituents and researching solutions
  - Members: Bradley Jones, Elba Ramos, Rebecca Pendell-Garza, Venetta Williams, Julie Brunts, Patricia Morehead, Burt Reynolds, Art Almeida
  - Chair: Pat Morehead

- **Communications**: responsible for publicizing Staff Council through articles, newsletters, website, etc.
  - Members: Mark Mungia, Anne Macintosh Speights, Paul Ayala, Gregory Frieden, Cie Gee, Shelly Underbrink, Shannon Rios, Minnie Martinz, Patricia Morehead, Mike Witzel
  - Chair: Minnie Martinez

Report from Employee Advisory Council:
No report from EAC was given because the Staff Council member who is the representative to the EAC was not able to attend the Staff Council meeting.

New Business:
**Downtown Fundraiser:**
Staff Council members have been investigating the opportunity of a fall function as a fundraiser. They have already spoken to Safety, Police, and Dr. Zapata about the idea. A proposed date of October 30th (Friday before Halloween) was proposed for the function. A Council member suggested reserving the Assembly Room at the Downtown Campus for photos, face painting, snacks, etc. The member also suggested using the Basement as a Haunted House area. The option to pre-sell tickets was discussed, and a recommended a cost of $3/ticket was discussed. A Staff Council member mentioned that Dr. Zapata suggested that the fall function be limited to faculty, staff, and their children. She also informed the Council that the title of the event should not include the word “Halloween.” A member reminded the Council that we need to get approval from Vice President Kerry Kennedy before we can progress, and that we need approval by October 1st to have time to plan the event.

Motion made to organize the fall function if approval is granted was made. Motion was seconded and carried.

The Chair delegated the task of publicizing the event if it is approved to the Communications Committee. The Chair suggested advertising by writing an article for UTSA Today and by sending an invitation via email to staff.

**Payroll Deduction for Computer Purchases:**
A Council member brought up a suggestion from a constituent concerning using payroll deduction to purchase computers from the Campus Computer Store. The Chair requested that the Issues Committee investigate this suggestion.

**Other Fundraising Opportunities:**
A Staff Council member reminded the Staff Council that one of the primary fundraisers for scholarships is selling water at the Spring Commencement. The Chair mentioned the possibility of Staff Council mugs as another fundraiser.

Celebration of 10 Year Anniversary of Staff Council:
A Staff Council member suggested that we increase the exposure of Staff Council by organizing an event to celebrate the 10th anniversary of the group.

**Staff Council Involvement in Committees on Campus:**
The Chair mentioned that Staff Council should find out about some of the standing committees available on campus. The Chair also mentioned that Staff Council should consider appointing representatives to some of those standing committees.

A Staff Council member stated that the Food Services Advisory Committee needs representatives from the Staff Council. The member also mentioned the Bookstore Committee may need representatives.

**Concerns about Emergency Preparedness:**
A Staff Council member mentioned a constituent’s concern with the H1N1 flu. Another member stated that hand sanitizers for UTSA buildings are on order. The Emergency Preparedness office is providing town hall meetings discussing H1N1. Two Council members mentioned that Donovan Agans from the Emergency Preparedness office would be willing to discuss the issue with the Staff Council. Staff Council members were urged to forward all concerns from constituents about H1N1 to Emergency Preparedness office.

**Staff Council Scholarship Opportunities:**
A member asked a question if the amount of scholarship money is the same for graduate and undergraduate scholarships. The Staff Council website contains information on the scholarship program. The Chair mentioned that Staff Council has discussed either increasing the number of scholarships or the amount of money per scholarship as we raise more finances. The Chair also suggested that Staff Council needs to promote the Employee Educational Discount program which gives financial assistance to employees wishing to work towards degrees at UTSA.

**Suggestion about Distributing Minutes:**
A Council member suggested that Staff Council members should distribute minutes to their constituents. The Chair emails Council meeting minutes to the Vice Presidents.

**Meeting Adjourned**

Minutes submitted by Shelley Underbrink, *Staff Council Secretary/Historian*