The sixth regular meeting of the Staff Council for the 2010-2011 academic year was held at the UTSA Main Campus in the Registrar’s Conference Room, and connected to the Downtown Campus and Institute of Texan Cultures by video, and was called to order at 8:33 a.m. with Chair Cié Gee presiding.

**Members present:**
Alegra Lozano, Anne Jackson, Annie Maynes, Belinda Dovalina, Blanch Torres, Bradley Jones, Burt Reynolds, Carey Eagan (by video), Christi Fish, Christopher Goldsberry, Cié Gee, Diane Cordova, Elba Ramos, Eric Cooper, Gloria Harris, Joleen Reynolds, Juan Noval, Mark Munguia, Ray Gonzales, Rebecca Garza, Ruby Rodriguez (by video), Shirley Rowe and Tammy Fernandez

**Members absent (excused):**
Amy Ramirez, Anne Macintosh Speights, Clay Haverland, Cynthia Orth, Gregory Frieden, Laurie Long, Michael Witzel, Ruth Coates, Shannon Rios and Venetta Williams

**Members absent (unexcused):**
Alfonzo Villarreal and Henrietta Vasquez

**Minutes from previous meeting:**
Minutes were approved via e-mail

**Old Business**

*Criminal Background Checks: Christopher Goldsberry*
UTSA has completed the retroactive Criminal Background Checks it needed to conduct on all staff that had not been through the process. Nothing alarming was discovered.

*Employee Educational Benefit: Eric Cooper*
The HOP’s Employee Educational Benefit (EEB) policy is under revision. Human Resources is driving the process. There were a number of issues with the existing policy (supervisor signatures, eligibility, etc.).

*Parking: Various*
The Main Campus is in the midst of a change due to the construction of the East Parking Garage. The construction fence goes up March 1.

Parking & Transportation will have staff available in the affected lots on March 1-2 to direct people to places they can park. Discussion included construction-
related road openings and closures, the high cost of permits, the lack of student parking, parking fees for students living on campus and parking violations.

Shirley Rowe sits in on the Parking Transportation meetings. If you have concerns, please send them to Clay Haverland or to her.

_Staff Council Appreciation Award: Cié Gee_

The Staff Council presented its Appreciation Award to the Chief Information Officer Office on February 22. Photos are on Staff Council’s new Facebook page.

Staff Council will deliver its Appreciation Award to the Laboratory Animal Resources Center (LARC) in March. Christi Fish nominated LARC for the award for its efforts in earning AAALAC International accreditation, a voluntary accreditation for exemplary animal care programs. Honorees include UTSA’s veterinarian, Marcel Perrit-Gentil, and his staff, Luis Zorrilla, Jessica Kurz and Laurie Long.

Other Appreciation Award nominations include:

- Graduation Coordination, nominated by Amy Ramirez Glynda Steele and Erin Cook in Housing, nominated by Chris Goldsberry
- ITC Visitor Services, nominated by Carey Eagan

The new nominations will be voted on at future meetings.

It was suggested that Staff Council opens up the Appreciation Award nominations university-wide, however a purpose statement, criteria and judging panel would be needed. We will consider that for next year. Perhaps the current recipient could nominate the next recipient.

The Facebook page needs to tell why the staff member(s) received the award when we post photos.

Additional nominations for the Staff Council Appreciation Award should be forwarded to Cié for consideration.

_University Excellence Awards, April 12: Cié Gee & Christopher Goldsberry_

Chris is attending the planning meetings for the University Excellence Awards. The event committee needs volunteers to skirt the tables. Chris was assigned to look for a table centerpiece under $100. Could we find something that can be used from year to year? If a Staff Council member has a good connection with a florist, please let Chris know.

We would like to have a Staff Council display table at the event. Chris will e-mail Staff Council members a volunteer sign-up sheet for various tasks and times.
Committee Reports

Communications Committee: Carey Eagan
Carey discussed Staff Council’s new Facebook page. If you have a Facebook account, please “like” the page and send it to your Facebook friends so they can “like” it too. Most of the members of the Communications Committee have already been added as administrators on the page. Carey will work with the Communications Committee to develop instructions about becoming an admin. The committee will develop posting guidelines.

Ad-Hoc Smoking Committee: Joleen Reynolds & Cié Gee
The committee’s next step is to administer a survey. Cié liked the recent recycling survey and would like to model our smoking survey after it. Joleen does not believe a survey is necessary because smoking is a health issue.

Scholarships Committee: Cié Gee & Christopher Goldsberry
Chris is waiting on the final number of applicants for the Staff Council scholarship from the Scholarship Office. He did pull a list of UTSA staff that are also UTSA students, prior to the February 15 deadline, and sent an e-mail to the 93 people on that list about the scholarship deadline.

New Business

UTHSCSA Staff Council: Christopher Goldsberry
Chris was contacted by Cié’s counterpart at the UT Health Science Center. They are interested in our Staff Council newsletter and want to know who organizes it. UTHSCSA is ramping up a new program like the UTSA Staff Council on its campus and would like to talk with us to gain some insight. Chris has UTHSCSA’s slate of officers. He will coordinate an off-campus meeting to discuss the UTSA Staff Council. If you would like to attend, let him know.

VIA Bus Pass Contract: Christopher Goldsberry
UTSA and VIA have a contract for free trips between the Main and Downtown Campuses, however the contract will not be renewed as of June 1. The service (VIA 93 and VIA 94) will continue effective June 1, but students, faculty and staff will need to pay for it. A mass e-mail was sent university-wide. Employees are asking if they can request mileage now when they travel between the Main and Downtown Campuses.

A significant issue is safety at the Downtown Campus. Business Affairs will need to consider the disabled population, which tends to use public transportation more often than the average. Even if we can’t change the issue, perhaps we can contact Disability Services and work with it to help. Could the Student Affairs ambassadors help? Could we consider physical markers to help disabled students navigate from the Downtown bus stop? We do not currently have a map for disabled access that explains how to traverse campus. President Romo has a small
committee that is developing that. Cić will also contact Dr. Graham to discuss the issue. To address it properly, Staff Council will need to know whether the routes and/or drop-off locations for VIA 93 and 94 are going to change. We will also need to know how much UTSA would be saving by not implementing the free bus routes again.

Carey Eagan wants to know how the ITC can partner to get transportation that would help get students, faculty and other researchers from the Main and Downtown Campuses to the ITC.

The University Heights shuttle took a lot of effort and was very costly, but the ridership was low.

Discounted VIA bus passes may be purchased at the Main Campus University Center and Downtown Campus Enrollment Services.

The Financial Services website offers guidelines for mileage reimbursement when employees travel from one campus to another.

**Reminders**

*March Meeting*
Staff Council’s March meeting will be held on the UTSA Main Campus in the Recreation Center Texas Room.

Meeting adjourned at 10:05 a.m.
Minutes submitted by Christi Fish, Staff Council Secretary