The University of Texas at San Antonio
Summary Minutes of the Staff Council Meeting
October 27, 2011

The second regular meeting of the Staff Council for the 2011-2012 academic year was held at the UTSA Main Campus in the University Center Harris Room (UC 2.212), and was called to order at 8:34 a.m. with Chair Christopher Goldsberry presiding.

Members present:

Members absent (excused):
Anne Macintosh Speights, Blanch Torres, Christi Fish, Victoria Cruz, Laurie Long, Cynthia Davis, John McGee, Venetta Williams, John Shaffer

Members absent (unexcused):
Henrietta Vasquez

Minutes from previous meeting:
Minutes from the previous meeting were approved by majority vote.

Presentation
Representatives from the on campus location of Frost Bank came to speak about their programs for students, faculty, and staff. They brought breakfast and goodie bags for everyone.
- Hours of operation are Monday through Friday 8:00am – 6:00pm
- Full service bank (loans, personal banking, investment referrals)
- Specific services/accounts available for faculty/staff (literature given)
- Representatives can come to individual offices to talk about services
- Testimonials from several Council members about quality of service
- Questions about specific employee discounts and existing account holders getting staff benefits

Old Business
Staff Council Staff Appreciation Awards
- Enrollment Services Counter was voted and approved for November receipt
- DT Cafeteria Staff was voted and approved for December receipt
- Registrar’s Office Records Staff was voted and approved for January receipt
- All other nominations should go to Chris Goldsberry
  - Include reasons why nominating and what stands out about a particular office

Smoking Survey Background and Current Affairs
- Smoking survey approved by Gage Paine and sent out via UTSA Today on October 21st and was scheduled to go out via e-mail on October 26th
- Technical glitch that allowed surveyors to participate multiple times
- UTSA Today article pulled and e-mail delayed
- Fix is in the works and survey with UTSA Today article should go out next week
- Discussion is happening about what to do with existing data
- Questions arose about enforcement
These will be considered but must first “jump first hurdle” with survey and results

Staff Council Blast View and Approval
- Should be ready for distribution next week
- Will send via e-mail for council approval
- Draft arrived later in meeting and council was able to make comments and suggestions

New Business

Video Conferencing
- Plan to schedule three meetings at DT campus and one meeting at ITC during this year
- Not available during Rob’s tenure as Chair
- Was used frequently during Cie’s tenures as Chair due to proximity of Registrar’s Conference Room but not much participation from DT or ITC
- Will be charged for use in future through UC Events
- Currently 5 members are located at DT or ITC campuses
- Suggestions solicited for alternate locations
  - BSB and BSE Rooms through Biology Department
  - Registrar’s conference room
  - UH conference rooms
- More research to be done and may come to a vote at November meeting

Committee Reports

Issues – Vanessa Davalos, Chair
- 4 pending issues from last year
  - EEB Program
  - Low-Calorie Dining options
  - Enhancing UTSA’s recycling program
  - Parking
- 3 new issues for this year
  - Floating Holidays and how regular holidays are assigned
  - 2 Parking Issues
  - Carey Eagan brought up ITC parking
  - Was brought as a motion to the floor to create an Ad-Hoc Parking Committee due to number of issues related to Parking
    - Seconded and unanimously accepted
    - Sign up list passed around for volunteers
    - Chris will post via e-mail and Chair can be chosen
- Priority will be closing out the pending issues from last year

Communications – Carey Eagan, Chair
- Draft of November Blast provided for council approval
- Will add article highlighting the officers for this year
- Should go out next week

Fundraising – Cindy Orth, Chair
- Bowling for Scholarships was great success and should continue
  - Unanimously voted to continue this year
  - Will contact University Bowl to solidify date
  - Suggestions given for more than one night or more than one round
- Brainstorming other ideas in committee meetings

Elections – Cindy Orth, Chair
- Seasonal committee
- Will have to find new survey options for nominations and elections process

Scholarships – Jennifer Lozano-Lowe
- Increased number of scholarships and amount
  - Two $500 scholarships for undergraduate and two for graduate
  - Application will be available January 1, 2012
  - Deadline is February 15, 2012
• Goal is marketing to get more applicants
  • Went from 3 applications in 2010 to 167 last year
  • Should focus some marketing on required essay
• Smoking – Joleen Reynolds
  o Technical glitch will delay survey until next week

Employee Advisory Council
• Shirley Rowe mentioned that the Executive Board of the EAC will be presenting the results of the committee’s work over the last year to the Board of Regents
• Joleen spoke about latest meeting she and Venetta attended in Austin
• Chancellor Cigarroa visited meeting
  o Encouraged campuses to “cast wide nets” for more diversity in employment
  o Encouraged exploring many issues
• Wellness Committee
  o Monthly updates will start regarding WebMD data gathered
  o Health related highlights also to begin
  o Focus on obesity epidemic
• Mentoring System
  o Idea floated by Dan Stewart about highlighting offices in system that are doing good things to travel around and do employee training
• Salary
  o An analysis of market adjustments needs to be done
• Policies and Procedures Committee
  o Two main issues
    ▪ Parking
      • System wide issue
      • Need to look at other campus policies
      • Ideas floated about tiered fees based on salary
      • Cost/benefit analysis must be done
    ▪ Tobacco/Smoking
      • UTA, UTT, and Southwestern are models
      • UTEP and UTSA are in process
      • Lack of enforceability is a systemic issue

Rock and Roll Marathon
• More enrollment than last year

Meningitis Vaccine
• All entering students under the age of 30 will be required to have this vaccine.
• Is very expensive and university is working with Health Services to help students with cost

University Excellence Awards
• Tuesday, April 10th
• Faculty and staff will be combined this year for a total of about 20 awards
• Our role will be decorating

Reminder
November Meeting
Staff Council’s November 17th meeting will be held from 8:30-10:30 a.m. in the University Center Harris Room (UC 2.212) on the UTSA Main Campus.

Meeting adjourned at 9:57 a.m. to committee meetings until 10:30 a.m.

Minutes submitted by Shannon Rios, Staff Council Secretary