The University of Texas at San Antonio
Summary Minutes of the Staff Council Meeting
April 26, 2012

The eighth regular meeting of the Staff Council for the 2011-2012 academic year was held at the UTSA Main Campus in the University Center Bexar Room (UC 1.102), and was called to order at 8:34 a.m. with Chair Christopher Goldsberry presiding.

Members present:

Members absent (excused):
Cynthia Davis, Venetta Williams, Steve Kudika, Vanessa Davalos-Ledesma, Diane Cordova

Members absent (unexcused):
Alfonzo Villareal, Gloria Harris, Henrietta Vasquez, Blanch Torres, Jerry Smith

Minutes from previous meeting:
Minutes from the previous meeting were approved via e-mail by majority vote.

Old Business:
Orientation Fundraiser Research Update
• We are still waiting for an answer from orientation about the ability to sell items to incoming freshmen and their parents.

Employee Educational Benefit Program Update
• Staff Council site has program changes linked
• Announcements will be made via e-mail and through UTSA Today
• New forms will likely be routed through SFA (Student Financial Aid) first and then to HR
• Updates to student accounts will likely be August 1st
  o Will be an exemption on the student account, not a payout of funds
• New form is still being revised
  o Old form should be used for summer
  o Fall forms already turned in will be returned to students and asked to turn in new form

New Business:
Officer Changes
• Thanks to Vicki Weber to her service as Vice-Chair as she transitions out of her officer position. She will remain on Staff Council as a representative for the remainder of her term.
• Welcome to Greg Frieden as our new Vice-Chair for the remainder of the 2011-2012 year. Greg will assume the position of Chair for the 2012-2013 year.
• Due to Greg vacating the Parliamentarian position, nominations from the floor were requested to serve as Parliamentarian for the remainder of the 2011-2012 year.
  o The responsibilities of the Parliamentarian position were explained.
  o Anne Jackson volunteered to be nominated. Her nomination was moved, seconded, and she was elected unanimously.

University Assembly Meeting Update
• Chris will send out PowerPoint presentation from the meeting.
• Parking Issues and the pending Tobacco-Free campus policy were the main topics.
• Parking Issues
  o President requested a Transportation Survey be done.
  o Lots 11 and 13 were surveyed for open slots by hour.
    ▪ Results in PowerPoint presentation
  o Next survey to be completed in lots with Faculty B parking.
    ▪ Need to find out when they are planning to survey.
• Not a viable survey in the summer.
  o President feels parking is an issue everywhere and always will be an issue so students need to be aware of the need to get to class early, and to be patient with the changes.
• Tobacco-Free policy
  o Will happen but not as quickly as we had anticipated.
  o The actual buildings and areas surrounding them where the CPRIT research is taking place will be the first to be changed over (deadline is August 31).
  o Committee has been formed to plan the phasing in of the remainder of campuses
  o Enforcement will be by the honor system
  o Additional questions should be sent to Joleen to forward along
    • ITC going to follow suit?
• GRIP (Graduation Rate Improvement Plan)
  o Planning and Implementation committee will have a retreat in June.
  o Some of the money that is needed for the GRIP to be successful is contingent on tuition and fee increases. The BOR has pushed their discussion on potential increases to May 9th.
• Plus/Minus Grading System
  o Some issues with students not being aware of their professors’ grading system.
  o Will be required for all professors to post in syllabus at the beginning of the semester.
• Park West Campus groundbreaking
  o Happened last week
  o There is some talk of allowing students to park in these lots and shuttle them to campus to help alleviate some of the parking issues.
• Capital Campaign
  o Has been going on for three years but public campaign started recently.
  o Goal of $120 million.
  o $93 million already collected.
  o Greg volunteered to send information to us when Career Services meets with John Kaulfus
    • Will also invite John to speak about the campaign at a future meeting.

Employee Advisory Committee Update
• Benefits will not change but we will see a slight increase in premiums.
  o We will stay with Blue Cross Blue Shield
• There will be a tobacco differential in premiums
  o $30 is currently up for vote.
• Audits for marriage and dependent children continue
• Trying to push pride in service
  o Service Day is being talked about to help recognize years of service among staff.
  o Also being talked about is having employees wear service pins more often.

ARAMARK Dining Meeting Update
• No update on meeting
• Will send any pertinent information via e-mail.

Marshalls for Fall 2012 Convocation
• Monday, August 27th at 9:30am
• Volunteers must contact Charlin Jones directly and Alegra will send marshal names to Charlin
• Two Marshalls and 10 volunteers needed
  o Greg Frieden and Chris Goldsberry volunteered with Laurie Long volunteering as an alternate.

Committee Reports
• Issues
  o No updates.
• Communications
  o Will send out a short newsletter with announcements about nominations, bowling league, and officer changes.
  o Facebook needs to be set up again with new e-mail address.
  o Need to look at website occasionally to make sure links work and information is updated.
• Fundraising
  o Commencement water sales have been officially turned over to Alumni
    • There is an understanding that is we would ever want the event back, we could have it back.
    • Dr. Graham has been notified.
  o Bowling Event
    • Confirmed with University Bowl that date change will be ok.
    • Monday, March 4th, 2013 was put forward.
- Moved, seconded, and voted unanimously
  - Bowling League
    - University Bowl says a 20 person minimum.
    - They are pushing for a summer league.
    - Thursdays are the best day for a league.
    - They cannot give us a dollar amount for their donation until we get them people.
    - All marketing, promotions, and sign-up will be our responsibility
    - Staff Council can send out marketing materials once developed.
    - Cindy will be contact person and will develop some of the marketing materials.
    - Developing and pushing the UTSA Bowling League was moved, seconded, and unanimously voted.

- Elections
  - Cindy has been in contact with Steve Wilkerson and we will be able to copy existing template into our new Survey Monkey account
  - Cindy will tap some Staff Council members who are experienced with Survey Monkey for assistance.
  - Discussion about target dates for nomination e-mails to go out.
    - 1st Monday in June was pushed forward
    - Moved, seconded, and unanimously voted.
    - Nominations will be out for one week and then will take several weeks to verify and get election ballots ready.

- Scholarships
  - Jennifer brought numbers that were requested from last meeting
    - Total of 35 applications were submitted with an essay.
      - Only 25 were deemed eligible.
    - Recipients have been awarded and will be invited to the June meeting.

- Smoking
  - No updates.

- Parking
  - No updates.
  - Continue to send issues to Joleen.

**Announcements**

- July meeting will be canceled.
- Volunteers needed for 41st Annual Texas Folklife Festival at ITC, June 8-10, 2012
  - Carey and Greg will send out information
  - ITC is in desperate need of volunteers.

Meeting was adjourned at 10:01am to committee meetings.

Minutes submitted by Shannon D. Rios, Staff Council Secretary