The University of Texas at San Antonio
Summary Minutes of the Staff Council Meeting
June 28, 2012

The tenth regular meeting of the Staff Council for the 2011-2012 academic year was held at the UTSA Downtown Campus in the Meeting Assembly Room (BV 1.338), and was called to order at 8:36 a.m. with Chair Chris Goldsberry presiding.

Members present:
Shannon Rios, Jennifer Lozano-Lowe, Alegra Lozano, Anne Jackson, Annie Maynes, Steve Kudika, John McGee, Venetta Williams, Gregory Frieden, Monica Glover, Vicki Weber, Cynthia Davis, Eric Cooper, Jerry Smith, Belinda Dovalina, Blanch Torres, Cindy Orth, Chris Goldsberry, Christi Fish

Members absent (excused):
Victoria Cruz, Vanessa Davalos-Ledesma, Shirley Rowe, Ray Gonzales, Laurie Long, John Shaffer, Cie Gee, Carey Eagan, Beverly Osmo

Members absent (unexcused):
Joleen Reynolds, Roberto Rosas, Diane Cordova, Robin Diamond, Alfonzo Villarreal, Gloria Harris, Henrietta Vasquez

Minutes from previous meeting:
• We did not receive enough e-mail votes to approve the May meeting minutes.
• Paper copies were distributed for approval at this meeting.
• Two changes were requested and made.
• A motion from the floor was made to approve the May minutes. The motion was seconded and the minutes were unanimously approved.

Guest Speaker:
Georgina Anguiano-Elliott

• Georgina is the Benefits Manager in Human Resources and asked to speak with us about the new benefits enrollment period and some of the changes in employee benefits.
• There are two dedicated websites for benefits. One is the UTSA specific site and the other is a UT System supported site.
• There are two “safe” e-mail addresses regarding benefits. One is benefits@utsa.edu and the other is benefits@utsystem.edu. Employees should check their e-mail regularly for updates and information.
• UT system sends a monthly newsletter with good information about changes to benefits, health information, etc.
• Enrollment period is from July 15th through July 31st this year.
• There will be a slight increase in the medical plan and prescription plan for coverage that includes dependents. Employee only plans will not change. There is also going to be a tobacco premium assessed at the rate of $30 per person, per month and $90 per household, per month. The usage declaration is on the honor system.
• There will be 3 dental plans this year.
  o Delta Dental has no changes from last year.
  o Delta Plus Dental is the new plan and has a higher premium with some added features from the regular Delta Dental plan.
  o Delta HMO has reduced rates from last year and is using a new vendor.
• There are no changes to the Vision plan except the addition of a Plus plan that has some added benefits.
• Short-Term Disability plans will have a slight increase in premium from last year.
• Long-Term Disability plans will not change.
• Long-Term Care plans will not change.
• Life Insurance and Accidental Death and Dismemberment will not change.
• Flex Spending plans will still allow a $5000 maximum election per year.
• Dependent Care plans will not change.
• There will be a Benefits Fair on July 12th from 9am – 3pm at all three campuses.
  o Main Campus fair will be held in the Main Building lobby
  o Downtown Campus fair will be held in the Southwest Conference Room (Durango Building)
  o ITC campus fair will be held in the Connally Room.
  o There will be a non-perishable food drive for door prizes.
There will be vendors answering questions and presentations by HR in both English and Spanish.  
- Georgina will send us the flyer to distribute in our common areas.

- Pilot program with UT Southwestern Medical Center
  - For benefits-eligible employees, this pilot will offer reduced co-pays, reduced deductibles, etc. for using doctors from UT Southwestern Medical Center. If successful, may spread to other areas with medical centers.

Meet and Greet
Four of our scholarship recipients came to our meeting for congratulations and pictures.
- Ileana Aleman received a $500 graduate scholarship.
- Lara Crouch received a $500 graduate scholarship.
- Mehdi Daghrir received a $500 undergraduate scholarship.
- Kelleebeth Norman received a $700 graduate scholarship.

Old Business:

May Meeting Minutes
See above for information about the May meeting minutes.

Staff Council Appreciation Award
- We will give the July award to Johanna Hunziker from Academic Publications.
- Nominations for August, September, and October were requested from the floor.
  - Jennifer Lozano-Lowe nominated the Facilities Research Maintenance Team for September. There was a motion to approve. It was seconded and the nomination was approved unanimously.
  - Chris Goldsberry nominated the Administrative team for the Office of Student Financial Aid and Enrollment Services for August. There was a motion to approve that was seconded and the nomination was approved unanimously.
  - Anne Jackson nominated Sara Giron, the mailroom clerk for the Institute of Texan Cultures for October. There was a motion to approve that was seconded and the nomination was approved unanimously.
- We discussed posting awards through Facebook for more exposure.

Pin Order
- Our supply of Staff Council pins is low and we must order more. Rob Garza (past Chair) had purchased the pins out of his own pocket.
- Kerry Kennedy’s office was asked to approve a line item in our budget to pay for the pins. The request was approved.
- We also had to submit a request through University Marketing to use our current logo on the pins. Our request was approved for this purchase only. We must either work with them in the future to create a new logo that conforms to the new university marketing standards or we can ask permission to have our current logo grand-fathered as acceptable.
- Greg will send the link to the new university marketing guidelines.
- The pin order will cost about $300.

August Meeting Location and Date
- Research was conducted on location suggestions and pricing.
  - Golden Corral is not open for breakfast during the week.
  - Cracker Barrel does not have a meeting space and cannot guarantee that we would be seated together
  - Mamacita’s is not open for breakfast.
  - BJ’s at the Rim is not open for breakfast.
  - The Egg and I does not have a large enough space to accommodate new, current, and out-going members.
  - Roadrunner Café has a large enough meeting space and gave a tentative quote of $673.10
  - Mimi’s Café has offered their larger meeting space and has quoted the same price as last year for continental breakfast and lunch. The quote was $614.00.
- There was some discussion about keeping the event on campus and some questions about the space at Mimi’s Café.
  - There was a motion from the floor to book the event at Mimi’s Café. The motion was seconded. The approval carried with a vote of 17 to 1.
- There was also discussion about the date of the meeting.
  - Earlier in August is better than later because of fall semester starting and most student services offices being extremely busy.
  - Cannot accommodate everyone’s vacation schedules or work schedules but folks were encouraged to come to the event at any time they could break away (i.e. breakfast but not stay for lunch or vice versa).
  - There was a motion to have the event on Tuesday, August 7th. The motion was seconded and the vote carried with a vote of 17 to 1.
New Business:
Committee Updates

• Issues
  o No updates.
  o There are some issues with students parking on the curb along Valero Way and others not being able to see around parked cars. This will be forwarded to Issues committee for research.

• Communications
  o No updates.

• Fundraising
  o No updates.
  o University Bowl was notified about no summer league and they promised to keep us updated for future leagues.
  o The March 4th date for the next Bowling for Scholarships event has been reserved with University Bowl and we will not have to pay out leagues for that night.

• Elections
  o There were 79 total nominees for our open slots. 17 employees declined, leaving 62 valid nominations for the ballot. There are 18 slots opening up for this next year.
    ▪ 3 slots for Academic Affairs
    ▪ 7 slots for Business Affairs
    ▪ 2 slots for Student Affairs
    ▪ 3 slots for Administrative & Professional
    ▪ 1 slot each for Community Service, Research, and Advancement
  o Ballot was sent Tuesday, June 26th and will remain open until Monday, July 9th at midnight.
  o There were 2 hiccups.
    ▪ The Business Affairs ballot was only allowing folks to vote for one person instead of the 7 slots that are open. This was fixed same day.
    ▪ The Academic Affairs ballot had one name duplicated. The Elections team will determine duplicate votes and delete them once the ballot is closed.
  o Since there were only one nomination and one slot for Community Service, Research, and Advancement, the newly elected members were announced.
    ▪ Manual Maldonado will represent Community Service.
    ▪ Laurie Long will represent Research.
    ▪ Steven Woodall will represent Advancement.

• Scholarships
  o No updates.
  o The group has a goal of getting 40 or more eligible applicants next year.

• Smoking
  o The HOP committee has the policy for making the buildings were CPRIT research is happening tobacco-free by August 1st.
  o The plan is to phase in the rest of UTSA within one year.
  o The Employee Advisory Council will meet in July and finalize their recommendations on the issue of tobacco-free campuses to the Board of Regents.

• Parking
  o No updates.
  o The Employee Advisory Council will also discuss this issue in July.

Announcements
There have been some procedural changes with Pro-Card usage and Travel. Please look at the Financial Affairs website for information and links to new forms.

We will not meet in July. Our next meeting will be Tuesday, August 7th at Mimi’s Café.

Meeting was adjourned at 10:25 am.

Minutes submitted by Shannon D. Rios, Staff Council Secretary