The second regular meeting of the Staff Council for the 2012-2013 academic year was held at the UTSA main campus in the Mesquite Room (UC 2.01.24) and was called to order at 8:30 a.m. with Chair Gregory Frieden presiding.

Members present:
Manuel Maldonado, Jennifer Lozano-Lowe, Ron Fosmire, Justin Bingham, Jenny Stokes, Steve Woodall, Monica Glover, Christopher Goldsberry, Eric Cooper, Cynthia Orth, Christine Bachman, Jerry Smith, John Shaffer, Vanessa Davalos-Ledesma, Samantha Hernandez, Gregory Frieden, Roberto Rosas, Zanne Coon

Members absent (excused):
Shannon Rios, Vladimir Andzic, Steve Kudika, Amy Fritz, Cynthia Davis, Cié Gee, Wanda Gunzt, Victoria Cruz, Laurie Long, Jenny Jung, Jennifer Uranga

Members absent (unexcused):
Alegra Lozano, Vicki Weber, Robin Diamond, Richard Wollney, John McGee

Meeting Minutes:
September meeting minutes were approved via e-mail.

Guest Speaker:
Mr. Sam Gonzales, Interim Vice President of Student Affairs, spoke with us about Student Affairs and effective leadership

- GRIP Initiatives
  - UTSA Admissions controlling types of students recruited to create better graduation rate
  - Approximately 60% of students are not counted in the overall Graduation rate (i.e. Transfers)
- Tougher, heightened Admissions standards
  - Actively seeking Top 25%; trying to reduce developmental, or remedial, courses
- Registrar is making the full academic plan available for students
  - Entering data with Graduation Plan to fall in line with registering students
- Financial Aid is changing its Awarding Philosophy
  - Allocations of funds are being looked at to determine how UTSA raises money to attract Top Scholars
- Health Center is becoming accredited and will start charging insurance co-pay for its services
- Athletics
  - Football is crucial for continued success of the UTSA Capital Campaign
  - Need to raise more money for better facilities for other sports programs
- Interim Vice President of Student Affairs – strives to ensure that the division of Student Affairs serves the mission of the university by providing high quality programs and services that promote:
  - Student success
  - Student engagement
  - Enhancement of student life
- To provide effective leadership:
  - Ascribe to the student development theory
  - Management Philosophy should be “What guides you?” Sam likes the “coaching” philosophy – he looks at failure as a learning experience; the “coaching” philosophy embraces the role of facilitator and mentor, not the “I’m the boss of you” attitude.
  - Leadership style – if one believes in a management style, one must determine how to make it work; for example, understanding each other’s personality and working style (i.e. True Colors)
  - Develop framework for excellence (i.e. 4 Cs – Create, Communicate, Collaborate, Connect); this helps to further develop our staff
  - Visibility is important for approachability, transparency, and community building
Guest Speaker:
Ms. Elvira Jacquez, Assistant Director of External Affairs, spoke with us about early voting and some key messages for constituents

- There is an early voting site at UTSA – October 22nd through November 2nd
- UTSA students worked to get site at UTSA; UTSA needs voting constituents to attend the early voting site so that we may continue to host it in future years
- There is a myth circulating that, because we are a university, and because universities are seen more as liberal, that we encourage liberal voting – this is NOT true
- UTSA students have hosted many events to prepare all interested voters:
  - National Voter’s Registration Day on October 25th was hosted by UTSA students
  - UTSA students have hosted Debate Night Watch Parties
  - Speakers on both sides of the election have been invited to speak at the university by UTSA students
  - To date, 4800 voters have been registered at UTSA (watch the Metro Section of the San Antonio Express News for further updates)
- External guests and voters will be on campus frequently through November 6th and may look lost; staff should reach out and guide them to where voting is being held
- Regardless of personal position, staff need to be informed about the early vote and all voting – nationally, state, and local – and pass it on
- Bexar.org/elections is where you find out if you are registered to vote and what your voting site is
- There are many volunteer opportunities for staff (i.e. block walking); contact Elvira Jacquez for more details on how staff can volunteer
- Eric Cooper mentioned that many staff members think they need to present their Voter Registration Card to vote but do not do so because they cannot remember where the card is; this is false. Registered voters only need to present their Driver’s License

Guest Speaker:
Ms. Christian Fridley, Personal Banker at the on-campus Frost Bank, brought donuts and spoke with us about the services offered by Frost Bank

- All Frost Bank adheres to the Frost Bank Philosophy Book – Frost has been in business for 142 years, and the philosophy has never changed (“Never do with a customer’s money something you would not do with your own”)
- Frost Bank provides a full-service bank to UTSA faculty, staff, and students
- At Frost Bank, customers are assigned a Personal Banker – rather than having to rely on automated services, customers are always guaranteed to talk to the same person
- Frost Bank’s Mobile Unit can move around the city to open accounts
- Frost Bank’s Switch Services take care of all switching from an old bank to Frost, which means the assistance required by the customer is minimal and relieves the burden of switching banks
- Frost Bank offers free presentations and Lunch and Learn programs across campus for interested faculty, staff, and students

Old Business:
- None at this time

New Business:
- Announcement of Committee Chairs and one goal for 2012-2013
  - Communications: Amy Fritz (Get out Staff Council Blast on time / include “Letter from the Editor” in each release (“editors” can be officers, committee chairs, or anyone who has a topic)
  - Ad-Hoc Parking: Jerry Smith (No solid idea for the year yet)
  - Ad-Hoc Smoking: Steve Kudika (In conjunction with Kristy Phelps, the promotion of cessation programs)
  - Elections / Fundraising: Cindy Orth (ALL Staff Council members should be a member of the Fundraising committee; Cindy may need a Co-Chair to assist with such encompassing duties; no solid idea for the year yet)
  - Scholarships: Christopher Goldsberry (Find a creative way to increase the number of 2013-2014 applications accompanied by the required essay submitted by eligible staff members)
  - Issues: Zanne Coon (Increase Staff Council communication to the staff overall)
- Per Gregory Frieden’s request, Cindy Orth will send out a draft of the Fundraising Donation Letter before the November Staff Council meeting, as well as a list of which businesses we’ve asked for contributions from before and what businesses have actually contributed before
• Gregory Frieden suggested that the Staff Council’s “Official Means of Communication” should be our public e-mail – staffcouncil@utsa.edu. As there were not enough attendees for a quorum, Chris Goldsberry will send out an e-mail vote request on behalf of the Staff Council Secretary, Shannon Rios, who is on vacation.

• Greg announced that the Staff Council Officers have decided to begin meeting on the 1st Tuesday of every month to begin planning the agenda for the following monthly Staff Council Meeting.

• As the Staff Council Meetings begin at 8:30 AM, and due to the excitement of Frost Bank’s donation this month, Greg suggested that each month, one of the officers or committee chairs donate donuts or some other breakfast food for each meeting in a rotating schedule. This has not yet been voted on.

• Greg asked if the Staff Council Meetings should be moved from 8:30 - 10:30 AM on the fourth Thursday of every month to potentially 3:30 – 5:30 PM on the fourth Thursday of every month due to common scheduling. This has not been voted on, though several Staff Council members expressed the following concerns:
  o Parking at Main Campus is worse at 3:30 PM than at 8:30 AM
  o Some staff work 7:00 AM – 4:00 PM
  o New Staff Council inductees this year were informed via e-mail during their offer to be a part of Staff Council that meetings would be from 8:30 AM – 10:30 AM on the fourth Thursday of every month, and some of the inductees were able to commit their service to the Staff Council based on the preset time

• Eric Cooper mentioned that Texas Med Clinic, which is popularly used by many staff at UTSA, will no longer accept our insurance, Blue Cross Blue Shield.

Announcements:
The next meeting will be Thursday, November 29, 2012 at 8:30am in the Mesquite Room (UC 2.01.24).

Meeting was adjourned at 10:00 a.m. so that Staff Council committees could meet.

Minutes submitted by Christopher Goldsberry on behalf of Shannon Rios, Staff Council Secretary