The University of Texas at San Antonio  
Summary Minutes of the Staff Council Meeting  
March 28, 2013

The seventh regular meeting of the Staff Council for the 2012-2013 academic year was held at the Main campus in the Pecan Room (UC 2.01.26) and was called to order at 8:35 A.M. with vice-chair Justin Bingham presiding.

Members present:
Steven Woodall, Cie Gee, Manuel Maldonado, Justin Bingham, Jerry Smith, Michael Logan, Ron Fosmire, Jenny Jung, Alegra Lozano, Amy Fritz, Laurie Long, John Shaffer, Jennifer Lozano-Lowe, Cynthia Orth, Steve Kudika, Jennifer Uranga, Monica Glover, Chris Goldsberry, Eric Cooper, Shannon Rios

Members absent (excused):
Gregory Frieden, Roberto Rosas, Zanne Coon, Venetta Williams, Jenny Stokes, Christine Bachman, Vicki Weber, Vanessa Davalos-Ledesma, John Shaffer, Samantha Hernandez

Members absent (unexcused):
Cynthia Davis, Robin Diamond, Richard Wollney, John McGee

Meeting Minutes:
February minutes were approved by a majority vote via e-mail.

Old Business:
Discussion of Tobacco Free Policy
- Responses to inquiries from constituents regarding new Tobacco-free policy
- The ban on electronic cigarettes is in line with the CPRIT policy that was put in place in August
- Campus policy will match the CPRIT policy for clarity purposes
- UTSA will not limit hiring smokers due to the new policy
- HR will add a statement to the application but not to the actual job posting in STARS
- Enforcement will be personal responsibility and honor system
- Any “Repeat” offenders will be dealt with by their individual supervisors using normal disciplinary steps for violating the HOP
- Verbiage was approved by Legal Affairs
- Year-long transition period is necessary to accommodate university housing contracts that are already signed
- Questions from the floor regarding transition and policy that will need to be addressed
  - Possession versus Use is not spelled out and could become an issue
  - Any ramifications of cessation issues (violence, depression, acting out)
  - Special student populations may need more assistance (international students)
- Suggestion to use SGA or student organizations for bridge

University Excellence Awards Presentation
- Reminder of the ceremony happening on Tuesday, April 9th
- More volunteers are needed
- Please arrive at the UC III Ballroom by 1pm

Chair Updates:
Fundraising
- Cindy Orth presented numbers from the bowling event
  - 205 bowlers
  - $1487 profit from the bowling
  - $1440 profit from the silent auction and cash & carry
  - Top 3 items netted $475
- Begin thinking about a date for 2014 event
  - Will vote on date at May meeting

Elections
- Cindy Orth gave a potential timeline for nomination process using last year as an example
Nominations could go out June 3rd and will be due back June 14th
- There will be 18 slots that will need to be replaced this year
- Motion from the floor by Jerry Smith to approve the timeline as presented was seconded by Manuel Maldonado and unanimously approved
- Cindy Orth then gave a potential time line for voting proves using last year as an example
  - Voting will happen from June 26th through July 10th
- Motion from the floor by Eric Cooper to approve the timeline as presented was seconded by Jerry Smith and unanimously approved

Ad-Hoc Appreciation
- Jennifer Lozano-Lowe chairs this new committee
- Guidelines were handed out
- There will be a designated e-mail for nominations
- Final vote e-mail will come from the Staff Council Chair
- Committee has requested an increase in the Staff Council budget
  - Will use this increase to purchase items for awards
  - Still waiting final word from Mr. Kennedy’s office
- There will be no awards given until budget increase request has been resolved

Scholarships
- Chris Goldsberry presented numbers from our most recent application cycle
- 88 applications for Staff Council scholarship and 135 applications for the endowed scholarship
  - 6 eligible for the Staff Council (3 seniors, 1 sophomore, 1 masters, and 1 doctoral)
  - 8 eligible for the endowed (2 seniors, 1 junior, 4 masters, and 1 doctoral)
- Awarding is done manually and will be completed soon

Ad-Hoc Parking
- Nothing new to report
- Chris Goldsberry will chair the campus-wide Parking and Transportation Committee and gave some updates
- Pay parking will go up to $2 per hour
- Permits pricing will go up again
- Sliding scale still under discussion
- ITC parking is still under discussion
- Chris Goldsberry wants to start an awareness committee to help communicate parking information to the campus community
- There is still a need for more transparency from management
- Question from the floor that will be taken to the committee
  - Possibility of a “general” parking permit rather than garage specific permit
  - Contractors working on San Saba Hall using “B” spaces

Communications
- Nothing new to report
- Newsletter needs to go out for spring semester
- Send article suggestions to Amy Fritz

Issues
- Nothing new to report
- EEB is still under discussion and Zanne Coon is still in contact with HR

New Business:
New Officer Position
- Motion from the floor to add a Treasurer to the officer line-up was seconded and approved unanimously
- Will start in the 13/14 election year
- Will have to be an ad-hoc position
- To add an officer position, will have to petition to Mr. Kennedy to have by-laws changed
- Will pilot the position for the 13/14 year and then re-visit

EAC Updates
- Policy and Procedure committee reviewing the following
  - Classified staff classifications
  - Unethical behavior
  - ADA compliance
  - Tobacco/Smoke Free policies
  - Concealed handguns
  - Outsourcing
• Previous issues still being reviewed
  o Recruitment and retention survey
  o Wellness programs

Announcements:
The meeting was adjourned at 10:21 am to committees.

Our next meeting is scheduled for Thursday, April 25, 2013 at 8:30am, at the Downtown campus in the Multipurpose Room (FS 1.402). We will be completing the True Colors professional development program at this meeting.

Minutes submitted by Shannon Rios, Staff Council Secretary