The University of Texas at San Antonio
Summary Minutes of the Staff Council Meeting
April 24, 2014

The eighth regular meeting of the Staff Council for the 2013-2014 academic year was held at the UTSA DT campus in BV 3.306 and was called to order at 8:38 a.m. with Vice-Chair Shannon Rios presiding in the absence Chair Justin Bingham.

Members present: Venetta Williams, Virginia Galloway, Jessica Priddy, Michele Tencza, Monica Bowden, Brandon Aniol, Sarah Netterlund, Alejandra Perez, John Shaffer, Maranda Tupper, Shannon Rios


Members absent (unexcused): Ben Campos, Laurie Long, Richard Wollney, Samantha Hernandez, Steven Woodall

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

General Announcements
• UT System Visit Update
  o Justin, Michael, and Shannon met with Executive Vice-Chancellor Pedro Reyes and Deputy to the Chancellor Jana Pankratz for about 30 minutes during the annual UT System campus visit
  o They were excited to hear UTSA will be completely tobacco-free in July
  o They were also pleased to hear about our new sub-committee on Health and Wellness that has taken the place of the Smoking Committee
  o We asked them about PeopleSoft and the reasons for joining resources system-wide
    ▪ Better definitions of employee status, standardizing names, titles, etc.
    ▪ More efficient data gathering
    ▪ Money savings
• August Transition Meeting Location
  o Asked group to begin thinking about locations for August transition meeting
  o Discussion will be had in May and we should decide on a location at that time

Committee Updates:
• Fundraising
  o No update
• Issues
  o No update
• Health and Wellness
  o Floor discussion about reduced Recreation Center fees for staff
  o Brandon has been in contact with Kristee Phelps to coordinate meetings with Advancement and Campus Recreation to help facilitate this issue
  o Have also entertained option of a voucher for a discount on Recreation fees in participating in Rowdy New U program
  o Jessica presented data from a couple of other public institutions regarding recreation center fees and UTSA is a bit high in comparison
  o Committee is also helping market smoking cessation classes for staff and Brandon has sat on panel for class
• Parking and Transportation
  o No update.
• Communications
  o Sarah solicited updates to the website and informed group that the committee continues to look at new ways to market Staff Council to the broader university community.
  o Sarah also asked everyone to think about Staff Council accomplishments and send them to her and to Wendy Frost for an “end of year” accomplishments blast to go out to the broader university community.
- **Scholarships**
  - Scholarship winners should be chosen within the next couple of weeks
  - Will bring the winners to a meeting during the fall semester to meet and greet

- **Staff Appreciation**
  - March awardees were presented and picture were published
  - One nominee for April will be presented in early May
  - Solicited nominations for May

- **Elections**
  - Still working on how to pull employee data from PeopleSoft.
  - Will provide a better update at May meeting

**New Business**

- The UTSA Police Department has 5 new positions open. Maranda asked group to spread the word to those interested.
  - Positions are posted in STARS.
- Provided we have a quorum in May, we will have to elect a new Secretary
- EAC membership eligibility rotation should be an item during the June meeting due to Joleen rolling off of the EAC and the alternate (Shannon Rios) is not automatically rolled into the next open slot
- One focus for the new year could be to create a Staff Council mission and code of conduct, much like the EAC is doing at the system level currently
- Discussion about new undergraduate advising structure
  - Gave basics timeline for center moves, skeleton crew available, and new “centralized advising” concept
  - Barbara Smith, Executive Director of Academic Advising, will present on the new advising structure in May
- Mr. Kennedy should have more connection to Staff Council
  - Invite him to meetings more frequently and just to observe
  - Chair should schedule meetings with him individually to keep him updated on Staff Council activities

**Announcements**

- Our next meeting will be Thursday, May 15, 2014 at 8:30am at the Main Campus in the Mesquite Room (UC 2.01.24).
- Meeting was adjourned at 9:48 a.m.
- Minutes taken and submitted by Shannon Rios, Vice Chair