The fourth regular meeting of the UTSA Staff Council for fiscal year 2017-2018 was held at the Main Campus in the North Paseo Building, NPB 1.412. The meeting was called to order at 8:30am, with Jake Trevino (Chair) presiding.

**Members Present:** Henry Barrera, James Borrego, Monica Bowden, Ruth Carillo, Andrea Chavez, Jaime Fernandez, Daniel Garcia, Erbey Garza, Kai Kamaka, Linda Lankford, Paul Lozano, Linda Martinez, Cindy Orth, Amanda Perez, Elisa Perkins, Shashi Pinheiro, Kendra Pittman, Brandi Raschke, Shannon Rios, Sheryl Robisheaux, John Shaffer, Sarah Soulek, Steven Stewart, Jake Trevino, Jason Vasquez, Venetta Williams

**Members Absent (Excused):** Marcela Cabello, Lindsay O’Day, Anne Peters, Guadalupe Sanchez

**Members Absent (Unexcused):** Ben Campos, Elba Ramos, Robin Sanders

**Rowdy New U – Kristee Phelps:**
- Kristee Phelps, Shannon Marquess, and Jessica Waldrip from EHSRM attended the meeting to discuss the recent email sent out regarding the partnership between Rowdy New U and the university's recreation center. In January, each Rowdy New U member will now be responsible for paying $30/month to the rec center in order to use the facilities. The Rowdy New U program has previously been able to keep costs down for members, but will now be required to have paid instructors and will have to charge members the $30 fee for using the rec center for classes. Student Affairs leadership is working to implement this change in order to generate more revenue. There was a survey sent out regarding these changes and only a handful of people currently enrolled in the Rowdy New U program said they’d be willing to pay the additional fee. Ms. Phelps said they are open to looking at the possibility of using a reserved room on campus or an offsite gym to try and avoid the extra costs. Staff Council decided to have the Issues Committee collect any concerns from staff and incorporate this information into the upcoming employee engagement survey.

**Committee Reports:**

- **Issues Committee – Linda Lankford**
  - Facilities is working on the request for a staff lounge area. More information to come.

- **Health & Wellness Committee – Sheryl Robisheaux**
  - Campus-wide challenge information is coming soon and will be distributed.

- **Parking Committee – John Shaffer**
  - No report.

- **Communications Committee – Shashi Pinheiro**
  - No report.
Staff Appreciation Committee
- The Communications Committee will send out another email blast to remind people to nominate individuals for a staff appreciation award.
- One member of the committee has left the university, and the current chair has stepped down. A replacement chair will be named soon.

Ad Hoc Service Project – Brandi Raschke
- Thank you to those who participated in the Adopt-a-Family donation program. Forty families were adopted across the university.
- Small monetary donations are still welcome to help complete wish lists for Staff Council’s adopted families.

Elections Committee – Cindy Orth
- The committee will work on filling Cassandra Jones’ position as she has recently left the university.

Fundraising Committee – Cindy Orth
- Donation form letter has been sent out and can be edited to personalize as needed.
- Also included with the letter is information on previous years’ silent auction items.
- In the new year, the committee plans to brainstorm new ideas and assess the structure of the scholarships (to determine whether or not the overall number of scholarships or the scholarship amounts could be increased).

Great Staff Appreciation Event – Kendra Pittman
- The committee will have an update next month.

Other Issues/Announcements:
- MLK March on January 15th – more information coming soon. Invite others to participate!
- Nominate people from your area for a staff appreciation award!
- Elisa will campaign for a new chair for the Staff Appreciation Award Committee.
- Will plan to invite Lisa Firmin to speak at a future council meeting regarding veteran cultural competence.
- Thank you to Andrea and Paul for setting up the staff meeting with facilities.
- Parking Committee – John will ask Clay about the legality of offering free parking to handicapped visitors vs. requiring them to purchase permits.
- The attendance policy will be discussed and voted on at next month’s meeting. Let the chair know if you have any ideas to improve the meetings/attendance.
- The Regents’ Outstanding Employee Award was announced in November. The original deadline of Jan. 31 has been pushed back to Feb. 16. A minimum of 4 nominees from UTSA will be sent to UT System for consideration and at least one will win the award. The President’s office is working on setting UTSA’s internal timeframe as well as marketing the award; more information to come.
- Student Life hosts a free leadership program for students each year: “Leadership Takeover” Leadership Conference on Sat, Feb 17th. All faculty, staff, and external presenters are welcome.
- Police ride-alongs are available (talk to Jake).
- Next meeting: Thursday, January 25 (8:30-10:30am) Room: TBD

Closing
- Meeting adjourned at 10:10AM