Meeting Minutes
September 7, 2018
Annual Retreat

The annual retreat of the UTSA Staff Council for fiscal year 2018-2019 was held at the Downtown Campus in the El Paseo Room, DB 1.120. The meeting was called to order at 8:30am, with Elisa Perkins (Chair) presiding.


Members Absent (Excused): Monica Bowden, Matt Keneson, Lindsay O’Day, Kendra Pittman, Jason Vasquez

Members Absent (Unexcused): Ben Campos, Shashi Pinheiro, Jeffrey Ragsdale

Arrival and breakfast:
- The Staff Council Chair, Elisa Perkins, welcomed everyone to the retreat.
- She explained Staff Council’s role and emphasized the 2,739 staff members at the university that the council represents.

Icebreaker

Welcome and recognition:
- Elisa thanked last year’s members for their participation and commitment to Staff Council, and presented each with a certificate.

Committee Overviews (Q&A):
- Elisa explained the various staff council committees and how many people were needed to serve on each committee –
  - Communications (5 members)
    - Create newsletters and distribute announcements about various SC events
  - Major Events and Fundraising (10 members)
    - Plan the Great Staff Appreciation and Strikes for Scholarships events
  - Issues (to include parking) (5 members)
    - Addresses staff concerns and various parking issues
    - Will also likely help to promote staff engagement survey this fall
  - Staff Appreciation and Scholarships (6 members)
    - Surprises one staff member each month who has been nominated for an appreciation award
    - Will also likely help promote the Regents’ Outstanding Staff Award
- Service and Social (5 members)
  - Plans and coordinates various community giving events including the university’s MLK and Caesar Chavez Marches
- Health and Wellness (4 members)
  - Will plan and promote UTSA participation in the corporate cup; distributes information regarding various health initiatives to staff
  - The Staff Council Executive Committee will handle elections.

Scavenger Hunt and Team Building

Lunch/Committee Nominations:
- Each Staff Council member volunteered to serve on the committees they are interested in. Committee voting will take place at the next meeting on September 27th.

Committee Expectations and Guidance
- Each table was given an event in order to brainstorm ideas for the upcoming year – welcome back social; spring social event; corporate cup; service ideas. Ideas were forwarded to Elisa who will share them with the new committees to work off when planning their events.

Wrap up items and group photo

Next meeting:
- Thursday, September 27 8:30-10:30am in BSE 2.102

Closing
- Meeting adjourned at 2:30PM