The first regular meeting of the UTSA Staff Council for fiscal year 2018-2019 was held at the Main Campus in the BSE Multipurpose Room, BSE 2.102. The meeting was called to order at 8:00am, with Elisa Perkins (Chair) presiding.

**Members Present:** Morgan Beard, James Borrego, Monica Bowden, Ben Campos, Veronica Cavazos, Andrea Chavez, Jaime Fernandez, Vincent Gencio, Wanda Guntz, Sabina Kapoor, Matt Keneson, Linda Lankford, Paul Lozano, Mary Alice Morizen, Carin Norton, Cindy Orth, Mark Ottinger, Amanda Perez, Elisa Perkins, Kristee Phelps, Kendra Pittman, Jeffrey Ragsdale, Brandi Raschke, Jerry Smith, Sarah Soulek, Suzanne Stokes, Eric Weber

**Members Absent (Excused):** Brandy Barksdale, Erbey Garza, John Shaffer, Jason Vasquez, Venetta Williams, Maria Zayas

**Members Absent (Unexcused):** Courtney Balderas-Jacob, Shashi Pinheiro

**VPBA Announcements:**
- Elisa introduced the Vice President for Business Affairs (VPBA), Kathy Funk-Baxter. Ms. Funk-Baxter said that the search for a new VPBA is underway. The new VPBA should be in place by the end of the semester or sometime in January. Searches for a Vice President for Inclusive Excellence and a Vice President for Information Management and Technology are also underway. An initiative was launched last week to build 2 new buildings downtown. The university is working on getting land transferred from the city. The State Employee Charitable Campaign (SECC) begins October 1st and runs through the month of October. Everyone is encouraged to donate on October 4th to beat our UTHSC competitors in participation. Kickoff events and more information is coming soon. The President is working on getting the new VPIE in place to help launch the employee engagement survey. Telecommuting is being piloted in a few VPBA areas – some part time and some full time.

**Elections:**
- The council voted on new committee membership and executive leadership for 2018-2019:
- A motion was made to elect the following slate of proposed candidates:
  - Chair, Communications: James Borrego
  - Chair, Major Events & Fundraising: Sabina Kapoor
  - Chair, Issues (including parking): Monica Bowden
  - Chair, Staff Appreciation & Scholarships: Mary Alice Morizen
  - Chair, Service & Social: Amanda Perez
  - Chair, Health & Wellness: Erbey Garza
  - Chair, Elections: Cindy Orth
  - Staff Council Secretary: Sarah Soulek
  - Staff Council Parliamentarian: Brandy Barksdale

The motion was seconded and the council unanimously approved the slate.
The council heard from the two Vice Chair nominees and voted as follows:

- Vice Chair – John Shaffer (12 yes votes); Mark Ottinger (9 yes votes); 2 abstentions. John Shaffer was elected as Staff Council Vice Chair for 2018-2019.

Committee Updates:

- Issues and Parking – Monica Bowden
  - Working to redesign website to make more visible/link with President and HR websites, etc.
  - Rename the committee “Questions, Ideas, and Concerns”
  - Add a form for staff to fill out so their questions, ideas, and concerns can reach the committee
  - A question was raised about tying evaluations to merit – Elisa encouraged everyone to submit their ideas to be included on the engagement survey for a greater impact

- Health and Wellness – Kristee Phelps (for Erbey Garza)
  - The YoHoHo fitness challenge is taking place in October. Participants are encouraged to log their steps, focus on mindful eating, and prioritize gratitude. The kickoff is October 2 from 10-12pm.
  - Flu shots are available from October 23-25 on campus and a donation to the SA Food Bank is encouraged. The goal is 100 lbs of food.
  - October 2 is National Night Out and a public safety event will be held at both campuses
  - The Rowdy Wellness Health Fair will be held on October 31 with free presentations and health screenings
  - Weekly walks are on Wednesdays from 11-11:30am

- Communications – James Borrego
  - Working to develop a quick brief of newsletter items to reach more people
  - Would like to incorporate a video campaign for events and initiatives – share your pictures!
  - Adobe creative cloud is now available to all UTSA staff

- Staff Appreciation and Scholarships – Mary Alice Morizen
  - Working to promote larger pool of nominations – 1st Thursday of each month
  - Spreading the word about Strikes for Scholarships event

- Service and Social – Amanda Perez
  - A flyer has been created to promote the welcome back event at The Block – please promote in your areas – volunteers are needed to work the event

- Elections – Cindy Orth
  - No report – executive committee will work on rebuilding the process

- Major Events and Fundraising – Sabina Kapoor
  - Strikes for Scholarships is confirmed for Monday, May 6th at University Bowl
  - Scholarship goal is $2,000
  - Will incorporate silent auction again this year
  - Diploma Dash – looking at ways to incorporate a Staff Council group
  - The Great Staff Appreciation Event will be held mid-May – will be a morning event with brunch food due to hot weather in the afternoons this time of year

Professional Development:

- Amanda presented the RowdyLink (utsa.edu/RowdyLink) organization management tool. She said that it is something that can be utilized by Staff Council in managing sign-ins, event attendance, etc. She encouraged everyone to try it out and join the SC page. An event pass can also be downloaded to your phone to use for access at various SC events.

- Jerry gave a quick overview of Microsoft Teams. The system can be used for group chat and sharing files. All SC committee groups should have access.
Other Updates:
   Elisa mentioned the new 10 year plan that was released for the downtown campus.
   She said that she will send out information about Staff Council t-shirts.
   Next month’s meeting items will include: headshots and group photos, recap of the welcome back event, true colors, finalizing newsletter content
   Next meeting:
    o Thursday, October 25 8:30-10:30am (BSE 2.102)

Closing
   Meeting adjourned at 10:30AM