In Texas it can be a bit challenging to know when it’s autumn. But I’m embracing October, having kicked off the season with a pumpkin muffin at Einstein’s this past week. I also made pumpkin bread in celebration of my daughter’s birthday. This is among my favorite times of the year, surrounded by all things pumpkin and counting the days until Halloween. I’ve got my costume ready to go!

I recently read some rather dire stats about last year’s flu season, so I got a jump start on my flu shot. Flu shots help mitigate the impact of the flu season on individuals and entire offices. Again this year, our Public Safety Wellness team will host a three-day flu shot clinic for faculty and staff: October 23-24 (Main Campus) and October 25 (Downtown).

I’m not sure if they planned this, but the timing coincides with early voting. So staff on the Main Campus can vote in the HSU’s Bexar Room, then head over to the SU Pecan Room to get your shot.

We held a successful DHS conference in September. See p 5 to read more about this event and how it introduced UTSA to national experts on homeland security. I’d like to add my own kudos to the many Emergency Management and the organizing team have already received. Terrific event!

We are moving forward with the telecommuting launch for our staff in the North Paseo Building. Already BIS and Budget and Financial Planning staff are working from home, with several groups in Financial Affairs to soon follow. This will make way for the space’s use as the temporary home of our National Security Collaboration Center. Of course, this will be just for a few years until the construction of a new 80,000 square foot, $33 million building is complete in summer 2021. This is an exciting time for our research and academic units to begin programming for this facility and the newly announced School of Data Science. Both will become part of UTSA’s new distributed Downtown/Centro Campus.

We received great news this past month about funding for a public safety grant submitted by Annette Parker, Executive Director of Strategic Initiatives for UTSA PD. Read more on p 4.

Finally, I hope you made it one of the SECC Kickoffs and donated to SECC on October 4. If not, you have until November 2 to donate and to bid on some amazing auction items. Please also join our Public Safety and Facilities teams in a new event they are hosting to promote SECC awareness. Read about their friendly competition on p 10. Our two newest VP divisions are also competing this year for bragging rights on which can reach the highest SECC participation rates. With your help, Business Affairs can win the UTSA SECC Traveling Trophy!

After speaking at the Main Campus SECC Kickoff, I had the fantastic opportunity to run over and watch a Roadrunner football practice (Intercollegiate Athletics offered several wonderful gifts for the SECC auction). I got to see these outstanding athletes working hard on their skills, running off to class, and, in all, having a great time together. It was a perfect way to start my workday.

Looking forward to my pumpkin latte tomorrow! Enjoy your start into the fall season, too.
**Spotlight on... Sheri Hardison**

Sheri Hardison has been promoted to Associate Vice President for Financial Affairs and Controller. She is responsible for overseeing all areas of UTSA’s Office of Financial Affairs. The department provides sound financial management, reporting, and analysis to assure the proper stewardship of university resources. They partner with members of the entire campus community to offer financial services and business solutions, while continually looking for better ways to streamline processes.

Sheri served on the Data Governance Task Force and the search committee for new vice president for Business Affairs. She has worked with her team to implement many process changes and system improvements since the PeopleSoft conversion in 2014. She assisted Huron Consulting with data requests, which supported UTSA’s completion of the budget taskforce work.

“Sheri’s sound skills in financial reporting, PeopleSoft, and planning made her the right person for this job,” said Vice President for Business Affairs Kathryn Funk-Baxter. “She is skilled at assessing situations and adapting quickly. She is adept at handling change, which is essential in a fast-growing environment like this one.” Sheri comfortably assumed the role of Interim AVP six months ago and proved her value as the highest-ranking leader in Financial Affairs. She is respected and liked by colleagues and staff throughout UTSA.

Reporting to Sheri are the functions of Payroll, Disbursements and Travel Services, Procard Travel Card Administration, Accounting and Financial Reporting, Financial Information Systems, Training and Communication, Financial Services, Fiscal Services and Collections, and Inventory and Surplus. Financial Affairs consists of about 70 employees.

“Financial Affairs has an amazing staff that keeps this university running behind the scenes,” said Sheri. “They bill and collect our revenue and interact daily with our students. They process payroll and travel reimbursements. They complete the accounting and financial reporting for a complex $1.3 billion entity and perform many other vital job functions. I’m pleased to continue working with this great team as we navigate, with excellence, whatever is beyond the horizon for UTSA and Business Affairs. We remain committed to looking for ways to improve our processes and create a better customer experience.”

The announcement came during a busy time, with fiscal year-end and the introduction of a pilot telecommuting program for the department.

Sheri came to UTSA in 2014 as Assistant Vice President, Financial Affairs and University Controller. She previously served as Associate VP of Finance and Assistant Treasurer for The Catholic University of America in Washington, DC. She climbed the ranks at professional services company PricewaterhouseCoopers, LLP (PwC) for eight years. Read full announcement online.

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**Halloween baskets for work study students**

Belinda Hernandez, UTSA PD Sr. Admin. Associate, had the idea of rewarding Public Safety’s 16 work study students with a mid-term gift basket.

Several people in the department donated soda, popcorn, granola bars, cookies, candy, chips, beef jerky, gum, pop tarts, pretzels, playing cards and other goodies for their basket. The Wellness team donated shaker bottles, and the command staff donated $10 Whataburger gift cards.

Staff are in the process of handing them out to these deserving students.

Those who have received them were excited and appreciative.
Skip the Mailbox and Sign Up for Electronic W-2

The online W-2 consent is an election process that allows you to designate your option to download your electronic W-2 form. Sign up today to receive your W-2 electronically!

Electronic W-2s will be available after Payroll Services finalizes the W-2 process, which is prior to January 31. An announcement will be sent when electronic W-2s are ready for download. Adobe Acrobat Reader is necessary to open your W-2.

If you have NOT made a consent selection, or withdrew a previously submitted consent, a paper W-2 will be mailed to you no later than January 31, 2019, to your home or mailing address (optional), if a mailing address is on file in UTShare/PeopleSoft. Review your current home and mailing address to ensure accuracy.

Visit the Payroll Services site for specific instructions on the following:

- Employee Self-Service W-2 Consent to Receive Electronic W-2
- Update or Add Home/Mailing Employee Address

Contact Payroll Services at payroll@utsa.edu if you have additional questions.

Cassandra Porter and James Sumner Receive Fourth Quarter Bravo Award

Congratulations to our Fourth Quarter FY 18 BRAVO recipients — Inventory Manager Cassandra Porter and Senior Inventory Analyst James Sumner.

Teamwork is a given with any job, but when the routine is challenged by last-minute requests that require pulling together a multi-part solution within a short timeframe, the team’s resolve demonstrates their confidence in each other. Such was the case with Cassandra and James.

When a late afternoon request from the state auditor to inspect various assets the very next morning, both quickly took action to make this possible. Cassandra responded by gathering all pertinent information and preparing the department Inventory contacts for the appointments. James located all assets, and escorted the auditor to each department, making it a good experience as they made their way around campus. This experience demonstrated excellence through Inventory’s relationship with department contacts, as well as their ability to manage a disruption to their routine in an efficient manner.

Congratulations Cassandra and James!

Check Out Financial Affairs’ November Training Opportunities

You just got approved to go on a conference. Now what? Learn the procedures and policies for university travel by attending one of the Disbursement and Travel Services training opportunities.

Do you need help with other areas? We also offer trainings for Procard/Travel Card, Accounting, Payroll and Inventory.

For more information, click on the course descriptions below.

Register for these training opportunities by visiting UTSA MyTraining.

Disbursements and Travel Services
- Nov 1 Processing Non-Purchase Order Vouchers Using UTShare
- Nov 6 Travel Reimbursement Process
- Nov 7 Travel Advance Process
- Nov 13 Business Related Hospitality and Entertainment
- Nov 14 (Webinar) Corporate Travel Planners: Concur Online Reservation Tool and Travel Arranger/Procard and Travel Card
- Nov 13 Procard Compliance and Processing

Accounting

Payroll
- Nov 16 UT Share/Peoplesoft Time Keepers Time & Absence Reporting

Financial Services
- Nov 1 Inventory Refresher

UTSA Financial Affairs
BRAVO AWARD

Cassandra Porter
James Sumner
Sheri Hardison, Cassandra, Porter, Rosanne Gorney, James Sumner, Gary Lott
UTSA PD Receives Funding to Strengthen Technology

UTSA Police Department was awarded a grant from the State of Texas, Office of the Governor Criminal Justice Department for nearly $90,000. Its purpose is to provide local law enforcement agencies with the funding necessary to upgrade their technology infrastructure to allow for and support the submission of data to the Uniform Crime Reporting (UCR) National Incident Based Reporting System (NIBRS). This is particularly aimed at solutions that support the subsequent submission of incident data to the National Data Exchange (N-DEx). This program is a partnership between the Office of the Governor, Criminal Justice Division (CJD), and the Texas Department of Public Safety (DPS). This award was largely due to the hard work and commitment of Executive Director for Strategic Initiatives Annette Parker, who led efforts to apply for the grant. UTSA PD will purchase records management and computer-aided dispatch software and the hardware to support the new software. This will enable the UTSA PD to meet the deadline of submitting crime data electronically into the NIBRS format, as required by the Texas Department of Public Safety.

UCR gathers crime data from law enforcement agencies for statistical analysis. There are two distinct methods for reporting data: the original model built in 1927, known as Summary Reporting System (SRS), and NIBRS Incident Reporting, which provides a deeper, richer data set. SRS tallies eight offenses, also known as the index crimes—homicide, rape, robbery, aggravated assault, burglary, etc.—as well as arrests made and property stolen. NIBRS collects data on 24 offense types comprising 52 distinct offenses. Agencies report based upon the specific incident that includes data related to offenses and arrests as well as to location, victim and offender data, etc.

House Bill 11 of the 84th Regular Session introduced the requirement for the state to begin a transition from primarily a SRS state to a NIBRS state; it set a goal for transition to NIBRS by September 1, 2019. Both NIBRS and N-DEx share the same data source and many of the same data elements that are already being collected by the local agency’s system.

“IT is no surprise to me that Annette took the initiative to apply for the grant,” said Dan Kiley, Assistant Chief of Police. “She saw an opportunity, and she went after it, which speaks highly of her work ethics. The police department will now be able to make the transition to NIBRS by the established deadline without having to worry where the funding source to do so will come from.”

UTSA 2018 Annual Security and Fire Safety Report is now available

UTSA is committed to assisting all members of the campus community in providing for their own safety and security. The 2018 Annual Security and Fire Safety Report has been completed in compliance with the federal Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act.

The Annual Security Report, coordinated by the Clery Compliance Coordinator, includes information about crime reporting, campus security, law enforcement policy, security awareness programs, crime prevention programs, drugs and alcohol policy, sex offender registration policy and weapons-on-campus policy. This report also includes statistics for years 2015, 2016 and 2017 for crimes that occurred at the UTSA’s Main Campus, Downtown Campus, in certain off-campus buildings or property, and on public property within or immediately adjacent to and accessible from campuses.

Federal law requires colleges and universities that maintain on-campus housing to compile fire data, report the data to the federal government and publish an annual fire safety report that gives students, parents and the public, current information about fires in on-campus housing. This information is included in the Annual Security and Fire Safety Report. The Annual Fire Safety Report, coordinated by the Risk and Life Safety Manager, includes information on fire safety policies, fire safety systems, fire evacuation procedures, and fire statistics for 2015, 2016 and 2017.

For more information, visit the UTSA PD website or email Clery@utsa.edu. For a free printed copy of the report, contact the UTSA PD Clery Coordinator at 210-458-4417 or Clery@utsa.edu.

Amanda Swaney (right) was hired as the new Clery Compliance Coordinator starting October 1. She will continue to support Public Safety Administrative Services until that position is filled.
Public Safety

UTSA Hosted National Homeland Security Workshop

UTSA was selected to host the 2018 DHS National Seminar & Tabletop Exercise for Institutions of Higher Education (NTTX) at the Student Union Ballrooms, September 24 – 25. The NTTX is a national initiative by the U.S. Department of Homeland Security (DHS) and the Federal Emergency Management Agency (FEMA), who select one university to host this annual event. The two-day event featured a seminar/workshop on the first day and a tabletop crisis management exercise on the second day. This year’s exercise focused on threats of campus disorder during a large event. In the months leading up to the event, the UTSA Office of Emergency Management worked closely with DHS, FEMA, and other planning partners to ensure a successful event.

We hosted 479 people representing 110 university/college delegations from across the country. Even Alaskans attended. Each delegation consisted of three to five senior leaders representing various functions (i.e., public safety, security/law enforcement, academic affairs, student life, etc.), as well as representatives from federal departments and agencies. Great job Emergency Management staff for coordinating this important national event!

“Choose to Live” Active Shooter Preparedness Video Now Online

UTSA Police Department premiered its “Choose to Live” active shooter video on September 18 in the Main Campus’s Retama Auditorium. The event was hosted by Chief Gerald Lewis, Assistant Chief Dan Kiley, and Lt. Shawn Smith. The video is now available at www.utsa.edu/PublicSafety/ChooseToLive.

The video gives the viewers techniques to help save their lives in the event of an act of violence by stressing the importance of Avoid-Deny-Defend principles. It’s aimed at empowering and instilling confidence and the ability to survive an active shooter or other type of attack.

District 8 Councilman Manny Pelaez delivered opening comments. Smith thanked the many people who helped create the video. Then ALERRT Executive Director Dr. Peter Bell and FBI Assistant Special Agent in Charge James Smith III presented. Several members of the audience asked questions of the panel, which included Smith, Bell, Lewis and Smith. Read more about this new life-saving educational video.
Time to fight the flu

Flu Fighters!

The CDC recommends you get your flu shot at the end of October because it is more likely to last through the end of the flu season in March. If you get it too early you may lose your resistance before the flu season ends.

Sign up now for your flu shot
Read the Flu Shot FAQ

Food Drive

Please support the San Antonio Food Bank by bringing non-perishable food items with you to the clinic. The food bank is experiencing a critical shortage, and our South Texas neighbors need our help!

The CDC reported that last winter was the worst flu season in decades. About 80,000 Americans died from it, including people in all age groups.

Have you seen Rowdy New U’s great new logo?

Rowdy New U leads Wellness Walks every week. Lace up and join the fun!

Get your steps, eat mindfully, and express gratitude. These elements of the YoHoHo fitness challenge drive the nearly 300 members of Rowdy New U participating this month.

Join Rowdy New U and Student Health Services for Rowdy Wellness, UTSA’s annual health fair. UTSA faculty, staff, and students are invited to this free event to learn about the importance of early detection, health maintenance, stress reduction, research and innovation, and staying fit!

October 31 ♦ 10 a.m.-1 p.m. ♦ Main Campus Sombrilla

♦ Health Screenings
♦ Health & Wellness Information Booths
♦ Mini Physical Activity Sessions
♦ Health & Wellness Presentations
♦ And giveaways!
Teaming Up

LiveSafe@UTSA Continues to Grow

The core features of the LiveSafe app include quick tip submittal via text with picture and video attachments (including the option to stay anonymous), live chat with safety officials, fast access to emergency phone numbers that initiate location tracking when called, a comprehensive safety map that pinpoints incidents on or near campus, and a peer-to-peer tool called SafeWalk that allows friends or family members to watch out for each other through location monitoring and group chat. UTSA app users receive important broadcast notifications specific to our campuses.

Download LiveSafe@UTSA now at www.utsa.edu/getlivesafe and learn its many features.

Please share the flyer and the safety information with your colleagues.

Caballito Agavero  The UTSA Art Collection is proud to showcase artist Joel Salcido. Born in Ciudad Juarez, in the state of Chihuahua, Mexico in 1957, Mr. Salcido recently relocated and now calls San Antonio home. He is a photojournalist and fine arts photographer. His work has been featured in publications, museums and private collections nationally and internationally. On November 5, 2013, the UTSA Art Collection acquired “Caballito Agavero” (left). The work is 20 x 30 archival pigment photograph printed on German Hahnemühle 100% rag paper. A series of photographs by Mr. Salcido is currently on exhibit at the San Antonio downtown Library. The exhibition, “The Spirit of Tequila,” will close on October 30, 2018.

Kudos to BIS

Thanks for everyone’s work on trouble-shooting and eventually submitting these Procards on time. A special appreciation to Nikki (below) and Rene for their tenacity yesterday afternoon; they offered a great team effort.

Sara B. Oswalt, MPH, PhD, AASECT Certified Sexuality Educator
Chair, Department of Kinesiology, Health and Nutrition

With the help of Rene from BIS we were able to get Dr. Yin’s and Vanessa’s Procards reconciled and approved using the correct cost center and project ID.

Thank you to everyone for helping us out…we greatly appreciate it!

Nikki McGovern
Administrative Associate II
Kinesiology, Health, and Nutrition

BIS Update:  Team members are now working remotely. To get their help, submit a SPOC ticket, call 210-458-SPOC (7762) or email spoc@utsa.edu.

BIS’s September Spotlight  In this month’s Spotlight, BIS reminds you that the eForms guides, presentations, and how-to videos are available at eForms at UTSA.
GPCC to Vladimir Andzic, Project Coordinator for EPM, for Arts Restroom Renovation

The Office of Facilities is proud to present Vladimir Andzic with the We partner to deliver excellent service Guiding Principle Collector Card. Vladimir's commitment to delivering consistent high-quality service, and his collaboration to ensure this project was completed on time and under budget, exemplifies the Facilities' mission to "promote learning and discovery through teamwork and excellence to Facility management."

Vladimir took the lead on renovating the men's and women's restrooms in the Arts Building. It took great coordination and work in modernizing these restrooms, which were built in 1969. It was no easy task to stay under budget and on schedule. The women's restroom has been furnished with five modern commodes to replace the four ancient ones, and the men's restroom is now equipped with four up-to-date commodes, replacing two very old ones. The restrooms have been transformed with a modern look and now blend beautifully with the existing building features.

In addition, the space in the front of the restrooms has been reconfigured with the addition of a privacy wall at the entrances and four water fountains: two fountains are equipped with hydration stations. They had, in the first week, prevented the use of 500 water bottles, which saves money and helps the environment.

“We came in on schedule, under budget, and with no charge orders!” said Kathryn Pearson, Director of Institutional Projects, Facilities. “I am so grateful to this team for an outstanding job! Keep up the fantastic work!”

GPCC to Daniela Treviño, Planning Analyst, Facilities P&D

The Business Building Executive MBA space was determined by the College of Business (COB) to be in need of renovation. Part of this renovation involved replacing acoustical panels. AVP for Planning & Development Ben Perry asked Daniela Trevino to develop a variety of options for the COB that would tie into the carpet, tables, chairs, and paint already chosen. Daniela came up with 12 different patterns. These options all incorporated geometry and colors that gave the space an executive MBA feel and presence. These were narrowed down to six choices that were presented to COB.

The final design is a waterfall abstraction that was very well done and results in a space that is a tremendous and distinctive asset to the university (see below right). “Daniela deserves recognition for this superb effort, an example of the BA Guiding Principle of We Partner to deliver excellent service. In addition, Daniela is a pleasure to work with and always displays a smile and positive attitude.”

Daniela's commitment to delivering excellent service makes success happen for UTSA.

Comments from Candace Bass for work performed by John Bray at JPL

Requested Action: Request estimate to purchase and install ice making machine in staff breakroom. This may require removal of one cabinet.

I would like to thank John Bray for taking the time to do additional research once we discovered an under-counter unit would create more work as built-in cabinetry would have to be removed and the countertop recut. He found a counter-top unit that we are very happy with.
What’s New

**WELCOME!**

**Purchasing**  
Ynes Alderson  
Associate Director, Purchasing

**Facilities Downtown**  
Paul Anthony Escamilla  
Facilities Control Tech I

**FA—Disbursements/Travel**  
Larry Garcia  
Disbursements/Travel Specialist I

**Facilities Operations & Mtnc**  
Michael Edward Crane  
Refrigeration Mechanic

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**Sign up for training: October & November classes**

Free! Open to any UTSA employee – faculty, staff, student – full-time or part-time

Register for class: [https://mytraining.utsa.edu/classroom](https://mytraining.utsa.edu/classroom)

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**Dear Paula,**

I am so glad that we met during the eFarm training last week! I just wanted to thank you and Jimmy (!) for helping my department with our budget transfer. As a new employee in the History department, I want to work hard and make connections with great people such as yourself. With those people, you find a helping hand that makes UTSA such a great place to work.

Sincerely,  
Tara Thompson, Curator History

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**Kudos to** Paula Pierson and Jimmy Villanueva of Budget and Financial Planning

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**VOTE VOTE VOTE!**

Our friends in UTSA’s Center for Civic Engagement remind us to Vote in the upcoming election!

**Early Voting** runs Oct. 22 to Nov. 2, and the Main Campus Student Union’s Bexar Room is a polling site.

You can vote there on October 23 or 24, then walk over to the Pecan Room, SU 2.01.26, and get a flu shot!

General Election is November 6. You must vote in your precinct that day.

Follow #RowdyVOTES on social media.
SECC Campaign—We are Roadrunner Nation: Together We Care

After week two of the campaign, UTSA staff and faculty have donated $73,000 toward our goal of $175K. To date, nearly 17% of us have donated. We’re aiming for at least half of our employees to give what they can.

While UTHSA employees did manage to raise more than we did in our one-day competition, we’re aiming to surpass them in percentage of staff participating. Together, we can all make this year’s campaign bigger and more successful than previous years.

UTSA Facilities will take on UTSA Police in the SECC Big Challenge Field Day, October 25 at the SU Lawn from 11 a.m. to 1 p.m. We can all support the activities and buy lunch there (sausage wraps, chips, and drinks). Proceeds support SECC and the Texas families it helps. Check out the obstacle course, football toss, beanbag toss, and Frisbee free throws and join in a volleyball game.

HR’s Sal Hernandez will DJ and MC the event.

The Facilities’ departments are each holding a fundraiser during one week of the campaign.

What else can you do to be a part of this great campaign that helps hundreds of thousands of people locally and around the world?! Learn more at utsa.edu/SECC or email SECC@utsa.edu.

Bid on violin, viola, voice, banjo or bass lessons—or tickets for musical performances—in the SECC Auction thru 11/2

Or Bid on your own private performance from SOSA Pep Band.

Grab a Seat, Get Ready to Listen

Nothing like a musical performance to lift you up or help you chill out. Lots happening in October from UTSA Symphonic Band, UTSA Men’s Glee Club, UTSA Concert Choir, to OctubaFest. Read Cadenza on Department of Music’s website.

With ZipCar you can be flexible and environmentally friendly

Campus Services announced Zipcar’s 30-Day Free Trial program through October 31, 2018. Every approved UTSA applicant, including employees and students, receives a free 30-day membership.

Zipcar offers numerous benefits to the UTSA community. You can save money and fuel, access a designated parking location, and help reduce our carbon footprint.

Want to learn more about Zipcar for your own or your department’s use? Please contact Campus Services at (210) 458-7275 or visit http://zipcar.com/utsa. Learn more at zipcar.com/universities.

Enjoy the Outdoors? Bid on a night of star gazing, a nature tour or a visit to UTSA’s solar panels

Bidding on the SECC Silent Auction?

Our BA colleagues have donated some cool items to the SECC Silent Auction, including Café con Art, tour of the UTSA Art Collection; a ridealong with a UTSA Police officer; nature tour of the Main Campus; Rowdy New U swag bag; solar panel and monument lighting tour; “San Pedro Creek” signed, numbered, and framed print by Jesus Toro Martinez,...and more. Latest addition: a pre-opening private tour of the Large Scale Testing Laboratory. Plenty of bargains remain! You winning bids add to our total donation to SECC, helping people throughout the region. Check out the auction now!
For the past 14 years, Inventory Manager Cassandra Porter has served as advisor to the UTSA African Student Association (ASA). "I am humbly honored and grateful to be a conduit to students in the ASA," she explained. "I’ve had the pleasure of seeing students come, grow and go, and I still keep in touch with many who are now successful professionals and entrepreneurs." Her personal challenge is to be an advisor on paper as well as a positive role model helping to shape and prepare them for their next life journey. She aims to setting a professional example to them, for them and through them.

Her official role is to serve as an ambassador for the university to ensure adherence to policy, procedures and standards pertaining to Registered Student Organizations. But her passion for student success drives her to be "hands-on" advisor who rolls up her sleeves and jumps in whenever and wherever help is needed. "My goal is to encourage them to be proactive in all things (life, school, hobbies, etc.) and do what needs to be done before it’s due...and it often takes them one missed deadline to get it!"

As an advisor my role requires me to be:

- **Their Guide**, i.e., their ears, eyes and voice (when needed) with school officials;
- **Their Continuity**, to provide them guidance and prevent them from unnecessarily reinventing the wheel;
- **Their Sounding Board** for when they’ve reached the limit of no return;
- **Their Mediator** to help them choose the best plan of action to deal with and overcome barriers/obstacles;
- **Their Ambassador** to guide them in reaching diplomatic solutions/resolutions;
- **Their Mentor** to help them become more effective and efficient leaders;
- **Their Team Builder**, encouraging them to work together on team goals versus separate/individuals goals;
- **Their Policy Interpreter** to comply with university policies, procedures, rules and their constitution/bylaws;
- **Their Reflective Agent**, who provides them with honest and constructive feedback on how they are doing;
- **Their #1 Cheerleader**, who cheers them toward team success;
- **Their Coach** to keep them motivated, focused, prepared and excited about their role in this hierarchy …and most dear to my heart:

Their “Surrogate Mom Away-from-home”...bka “The Fixer”

"Cassandra Porter embodies all the qualities you would want in an advisor. She is caring, insightful, honest, and goes above and beyond what an advisor has to do. She always guides us toward the answers we are looking for rather than telling us what to do, and that is something that we really value. She is an amazing advisor and an even more amazing friend, said ASA President Kitan Komolafe.

Read more about Cassandra’s work with ASA and check out the mural the group created for the San Antonio Zoo.

In her role as professional advisor to the UTSA chapter of Public Relations Student Society of America, BA Director of Communication Melissa May helped arrange an agency visit for PR students.

Rachael and I attended the externship at Penguin Suits last Thursday with communication students, and it was awesome! They learned so much about Debi’s successful company, and the students had the unique opportunity to directly shadow and work hands-on with her employees to explore roles in branding, logo design, print media, website development, social media, and more!

Upon conclusion of the event, Debi announced that she is actively looking for an intern for the Fall/Spring. The students were excited and eager to make connections and continued to network even after the event concluded. Thank you so much for connecting UTSA communication students to this invaluable opportunity; I know they learned a lot!

Sincerely, Sara Goede, MS, MBA, Career Counselor II-College of Liberal & Fine Arts
Heavy Metal Capital of the World
San Antonio was the “Heavy Metal Capital of the World” between the late 1970s and early 1990s. The UTSA Institute of Texan Cultures will welcome Victoria’s Secret garment brand future Pinnacle University and a panel of music scene personalities to recount the Alamo City’s place in the heavy metal landscape. The South Texas Museum of Pop Culture will prepare a temporary exhibit and creative director Ruby Carza will be available for questions.

Sunday, Oct. 21, 1 - 3 p.m.
801 East César E. Chávez Blvd., HemisFair, Downtown San Antonio

Arbor Day
Volunteer to plant trees! November 3
East Lot
Main Campus
Planting 100 trees
Check out Monster Mash Pumpkin Smash Get more details...

Top 10 Running and Walking Safety Tips

1. Avoid rush hour
2. Follow basic traffic rules
3. Make it social
4. Use light accessories
5. Be visible and wear bright-colored or reflective clothing
6. Run against traffic
7. Have your phone on you and use MapMyRun or LiveSafe@UTSA
8. Carry an ID in case of emergency
9. If listening to music, only use one earbud
10. Plan your run ahead of time

For more information on running and walking safety, visit https://blog.mapmyrun.com/bip-running-safety-tips
Download LiveSafe@UTSA at www.utsa.edu/livesafe

SAUSAGES FOR SECC
Buy 2 Kolbassa sausage wraps, chow & drink for $5 and support Texas charites.

SECC BIG CHALLENGE
Field Day
October 25
11am - 1pm
Student Union Lawn

Watch and participate in the games! Donate to SECC and bid on auction items!
Visit: utsa.edu/secc Email: SECC@utsa.edu @utsasecc

UTSA INSTITUTE OF TEXAN CULTURES
IN ASSOCIATION WITH THE SMITHSONIAN INSTITUTION.

Business Affairs Bulletin Board

Save the date:
Wednesday, December 12
Business Affairs Holiday Luncheon

STATE EMPLOYEE CHARITABLE CAMPAIGN
Give online!
Bid in the silent auction
Roadrunner family, help UTSA score our goal of $75,000!

Join Staff Council as we fall back into the year!
All UTSA Staff are welcome to attend! Families and dogs welcome too!
Pumpkin Decorating
Photo Booth
Trivia

UTSA Staff Council
THE BLOCK
FOOD PARK & PROTO BAR

ROWDY REC RUN
5K COSTUME EDITION
WHEN: SATURDAY, OCTOBER 27th
REGISTER: 7:00AM RACE START: 8:00AM WHERE: UTC CAMPUS REGISTRATION: $35 FOR UTSA STUDENTS/MEMBERS $55 FOR NON-STUDENTS/NON-MEMBERS
REGISTER ONLINE AT CAMPUSREC.UTSA.EDU