The second regular meeting of the Staff Council for the 2007-2008 academic year was held at the Recreation Center in the Recreation Studio room at the 1604 Campus at 9:00 a.m., with Sarah Gonzales, Chair, presiding.

Call to Order

Members present: Paula Castillo, Allegra Castro, Sally Crouser, Gwendolyn Drake, Patti Dunn, Roy Garza, Sarah Gonzales, Steve Hemphill, Sherry Lindsey, Alegra Lozano, Cece Ortegon, Cindy Orth, Derrick Ozuna, Elba Ramos, Shirley Rowe, Maria Roberts, Dee Russell-Terrell, Anne Speights, Jennifer Storm, Lisa Talcott, Melissa Tenberg, Cissy Thorpe, Donna Ware, Todd Wollenzien.

Members absent: Brad Chandler(excused), Carlita Contreras, Carol Gonzalez (excused), Brent League (excused), Sharron Pacheco, Susan Sandoval (excused), Frank Segura (excused), Amy Strong, Brenda Tamayo (excused), Andrea Watts.

Minutes of the September 27, 2007 Meeting Approved with Changes

Introductory Remarks by the Chair

Greeting with direct introduction of guest speaker.

Introduction of Guest Speaker

Guest speaker Donovan Agans is the Director of Business Continuity & Emergency Preparedness for UTSA. Donovan presented a PowerPoint presentation of “Security Measures on Campus” which focuses on UTSA’s current safety measures, precautions, and emergency response. Presentation is attached. Members are free to share with respective offices and pass along to other colleagues.

Old Business

Committee Reports:

Communications Committee: Committee is working on website updates. They have received some suggestions and will meet about updating the website. Please contact Gwendolyn Drake for suggestions of additions or changes. Gwendolyn is also currently working on a story about Staff Council and hopes to add to the website soon.
By-Laws Committee: Waiting on current, updated copy of by-laws.

Fundraising Committee: No updates.

Issues Committee: Committee report was passed out, summarizing the first committee meeting. Copies of report are available, contact Alegra Lozano (Staff Council Secretary) for copy. Main topics discussed include: looking at the current issues database to update, the possibility for posting issues on the website & doing it anonymously, and suggestions for outreach to staff to make known their availability of issues that need to be addressed. Suggestions for outreach: One-page flyer placed in new employee packets, committee following up on creating link on faculty/staff webpage to Staff Council, creating a staff awards & recognition page to be added to Staff Council website, and submitting announcements on UTSA Today and staff email news.

Elections Committee:

Issue of election vs appointment of Election Committee Chair opened for discussion. Motion was made to stick to current by-laws where the Chair of the Elections Committee is appointed, not elected. Motion was seconded and carried. Melissa Tenberg was appointed Chair. Floor opened to suggestions: second person suggested to assist Chair, and suggestion to move towards electronic rather than paper voting ballots. Sarah reminded members if they want to amend current by-laws to elect Chair of Elections Committee, they will need to submit it in writing.

New Business

Sarah attended EAC in Austin, reported the following:

- Only 2 reps from each component of UT system attend conference.
- Not every component institution has a Staff Council.
- The purpose of EAC meeting is the bring issues up to the system level, which is a yearly process, then it’s presented to the Board of Regents.
- Major issue this year is the request to unify the tuition assistance across all the components. The request of funding of two courses per fiscal year- don’t’ have to be degree seeking, and can take courses in field of study at private institution if not offered at UTSA.
- There were 4 main committees working on issues. Sarah’s committee group worked on training & diversity issues. The other 3 committees included benefits, communication, and miscellaneous issues. The Benefits Committee looked at HR benefits and compensation, with focus on cost of living adjustment for all higher education employees. The Communication Committee looked at getting information out on EAC.
- Next summer, we should hear more about the legislative issues focused on for 2009.

Sarah attended University Assembly:

- President Romo reported enrollment at UTSA is relatively flat, in which it’s an occurrence happening statewide. Reasons why are unknown, Enrollment
- UTSA has 68 new Faculty.
- Student’s new initiatives include the new transportation and athletics fees passed.
- Search still underway for VP of University Advancement.
- Revealed large plan for library renovation.

Auxillary Services updates:
- New Director announced, Jane Wilcox
- Emphasis was placed on the different committees to get feedback on the different services provided at UTSA. Staff Council was asked to provide representatives for Food Service Advisory Council and the Bookstore Committee.
- Food Service Advisory Council: 4 representatives, 2 from 1604 & 2 from DT. Volunteers from 1604: Roy Garza & Melissa Tenberg. Sarah will follow up on DT.
- Bookstore Committee: 2 representatives, 1 from 1604 & 1 from DT. Volunteer from 1604: Paula Castillo, DT: Patti Dunn.
- Meetings will be held as needed, either 1-2 times per month for 1-2 hours.

Other New Business/Updates:
- SECC has been extended until end of October.
- November 5th is the groundbreaking of the new Engineering Building. Also, the unveiling of the new Strategic Plan, Vision 2016, at the BSE Auditorium at 10am. Dr. Sandra Welch will address the Staff Council about the steps to implement the Strategic Plan.
- Discussion of updated Staff Council picture. The scheduling of the picture has been turned over to the Communications Committee & will be part of the agenda for the next meeting.

Next Meeting

November 15, 2007, in the Durango Building Southwest Room DB 1.124, at the Downtown Campus.

Meeting Adjourned

Minutes prepared by Alegra Lozano, Secretary/Historian.