The fifth regular meeting of the Staff Council for the 2009-2010 academic year was held at the Texas Room in the Campus Rec Center at 8:30 a.m. with Rob Garza, Chair, presiding.

Members present:
Burt Reynolds, Clay Haverland, Pat Morehead, Israel Falcon, Anne Speights, Suzette Vallejo, Ruth Coates, Grace Fouts, Michael Witzel, Shannon Rios, Amy Ramirez, Ruby Rodriguez, Alegra Lozano, Mark Munguia, Shelley Underbrink, Cié Gee, Gregory L. Frieden, Shirley Rowe, Elba Ramos, Rob Garza, Arturo Almeida

Members absent:
Julie Brunts (excused), Venetta Williams (excused), Belinda Dovalina, Rene G. Lopez, Bradley Jones (excused), Cindy Orth (excused), Rebecca Pendell Garza, Cheryl Nunn, Eric Cooper

Chair called meeting to order

Review and approval of minutes from December meeting
The minutes were approved.

Values in action:
Discussion of how each staff council member’s department fulfills the UTSA Core Values (integrity, excellence, inclusiveness, respect, collaboration, innovation). Examples of how individual departments fulfill those values were given.
- Census date was January 27, 2010 (approximately 27,000 students are registered at UTSA in the Spring 2010 semester)
- New Assistant Director of Events Management was hired
- Homecoming is coming up
- Chili’s Too will open on February 15
- Student Affairs Conference: proposals for presenters are due by January 21; theme of conference is “Team”
- Career Fairs in March and April
- Diplomas
- Mentor program in Student Affairs
- Weight Management series provided by Campus Rec
- Wellness Program through HR is available for benefits-eligible employees
- UTSA is investigating a Weight Watchers group on campus
- Staff Networking Team for Student Affairs is seeking offices that are willing to allow tours by staff members from other areas
- ITC Family Day
- ITC has “Race” exhibit and another special exhibit from Taiwan
- ITC will sponsor a special exhibit on the Year of the Tiger (Asian Fest) and a Texas Contemporary Art exhibit during February
- ITC will feature an exhibit by Dr. Romo called “Small Town Texas”
- Artwork in AET Building

Today’s Discussion: Romo/Frederick will visit February meeting
President Romo and Dr. Frederick, the Provost, will be attending the February Staff Council meeting. The Chair asked the Staff Council representatives to come up with questions to ask Dr. Romo and Dr. Frederick. The following questions were suggested by Staff Council representatives:

- What is the vision of the university?
- What progress has been made toward accomplishing the vision?
- What obstacles will present challenges to reach the vision?
- How do UTSA staff fit into the university’s vision?
- What technology infrastructure is required to support the vision?

UT System Chancellor Visit – May 4, 2010
The UT System Chancellor will be visiting UTSA on May 4, 2010. He has requested a 30-minute meeting with the leadership of Staff Council between the hours of 10am and 3pm. Shirley Rowe (past chair), Cindy Orth (member since the formation of Staff Council), Rob Garza (chair), Cié Gee (vice chair), Shelley Underbrink (secretary), and Gregory Frieden (parliamentarian) will be representing the Staff Council during the meeting.

FY 2010-2011 Budget – State asking for reduction in spending
The State legislature has proposed a budget cut of 5%. UTSA administrators are proposing to cut merit increases next year as a way to reduce the budget. The cutting of merit pay is being investigated at this time, and it is not official that merit will be cut. Other ways to reduce the budget that have been proposed include: cutting travel, eliminating open positions, and not hiring new employees to replace employees who leave the university. Approximately 70-80% of UTSA’s annual budget is allocated to salaries. A Staff Council representative suggested that staff should be notified ahead of time that merit increases may not be awarded this year.

The Chair asked Staff Council representatives to provide suggestions on ways we can cut costs in our area. Telecommuting, converting paperwork into electronic format, and reducing mail volume were suggested.

Business at Hand:
UTSA Sustainability Committee/Council:
The Sustainability Committee is seeking members to serve on the committee. The Committee will be comprised of approximately 10 people representing administration, faculty, staff, and students. UTSA staff interested in serving on the committee should contact the Staff Council Chair.

Staff Council Pins:
The Chair passed out samples of pins for review. Two types of pins are available: soft enamel ($231/100 pins) and hard enamel ($260/100 pins). The pins will run approximately $300/100 if a more durable backing is used. The Chair will price magnetic pins. Since money in the Staff Council account cannot be used to purchase the pins, a proposal was made that each staff council member could contribute $10 to cover the cost. The Chair will be sending mockups to the Staff Council representatives.

Staff Council website:
The Chair will post the minutes from the meetings to the website. The Chair is working on a new website for the Staff Council. A Staff Council representative volunteered to update the current website while the new site is being developed.

EAC Report:
A representative to the EAC (Employee Advisory Council) reported on a database for policies and programs across the UT components. A survey addressing the issues that will be included in the database was mailed to the Human Resources Directors at each of the UT components. The next meeting of the EAC will occur on March 3, 2010. The UT System components will compile the survey results during the March meeting.
University Excellence Awards
The University Excellence Awards are scheduled for April 13, 2010. The deadline to submit nominations for the awards program is February 2. Volunteers are needed to decorate the ballroom before the ceremony, pass out information at ceremony, and man the information table immediately before the ceremony.

Employees with over than 20 years of service will be honored at a luncheon in March.

Committee Reports:
FUSE:
The next major event for the FUSE committee will be the University Excellence Awards on April 13.

Issues:
The issues committee reported that a sidewalk has been installed by the north parking garage. A Staff Council member suggested an issue to the committee concerning landscaping and picnic tables in front of the Tomas Rivera Center. Another Staff Council member mentioned that the area in front of the Tomas Rivera Center is designated as a lay down area for construction projects on the MS and Science Buildings. The no smoking policy was also discussed.

A Staff Council member suggested that a PowerPoint slideshow containing all the issues that were resolved should be displayed prior to the University Excellence Awards program.

Committees Meet:
Staff Council representatives met into the committees: FUSE, Communications, and Issues.

Meeting adjourned

Minutes submitted by Shelley Underbrink, Staff Council Secretary/Historian