The sixth 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:**
Bradley Jones, Shelley Underbrink, Ruth Coates, Cheryl Nunn, Rebecca Pendell Garza, Shannon Rios, Amy Ramirez, Ruby Rodriguez, Alegra Lozano, Michael Witzel, Mark Munguia, Cindy Orth, Pat Morehead, Venetta Williams, Belinda Dovalina, Rene G. Lopez, Cié Gee, Gregory L. Frieden, Anne Speights, Eric Cooper, Julie Brunts, Suzette Vallejo, Shirley Rowe, Rob Garza

**Members absent:**
Clay Haverland (excused), Burt Reynolds, Israel Falcon, Grace Fouts, Elba Ramos, Arturo Almeida

**Chair called meeting to order**

**Review and approval of minutes from January meeting**
The minutes were approved via email prior to the meeting.

**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.
- Update from College of Architecture
- Black Heritage Banquet
- Downtown Advising won 2nd place in Homecoming door contest
- Several career fairs will be held in March
- ITC Asian Festival Year of the Tiger was held weekend before the February Staff Council meeting
- HR scheduled to roll out faculty appointment system
- Compliance training (staff are encouraged to provide feedback on the compliance modules completed in February)
- Blackboard Training for faculty
- Auditors of university were satisfied
- Facilities is working to improve work order system

**Today’s Discussion: Dr. Frederick**
Dr. Frederick, the Provost, attended the February Staff Council meeting. Dr. Frederick mentioned the proposed budget cuts. He mentioned that an increase in the tuition and fees has been proposed. He also mentioned the possibility that the merit pool will be eliminated this year.

During his presentation, Dr. Frederick mentioned the impact of research at UTSA in the community. He mentioned that UTSA receives $50 million/year for funded research, and the economic impact of UTSA on the local community is approximately $1.2 billion. Dr. Frederick mentioned partnerships between UTSA, Southwest Research, Brooks Army Medical Center, UTHSC-SA, and other institutions. The economic impact of UTSA on the community will increase as the university strives for Tier 1 status. Dr. Frederick mentioned that research at UTSA can attract new businesses to the local community.
Dr. Frederick was asked how UTSA staff can help the university reach the Tier 1 status, and he suggested the following:

- Give suggestions to UTSA administration on procedures that can be improved
- Be aware that being a Tier 1 university will entail higher expectations from staff
- Be willing to learn new things as business processes may need to change
- Welcome new ways to do things

Dr. Frederick mentioned that a report discussing the merger between UTSA and UTHSC-SA is due to the Board of Regents in June. He mentioned that a merger between the two institutions is unlikely at this time.

Dr. Frederick mentioned the following intermediate and short-term goals:

- Increase the enrollment of students who graduate in the top 25% of their high school class. Currently 36% of the freshman class comes from the top 25% of the high school graduating class.
- Decrease the student to faculty ratio
- Raise scholarship money to attract top students
- Improve graduation rates. Currently 30-35% of the entering freshmen graduate from UTSA within 6 years. (Another 5-10% graduate from another university after transferring).

**Business at Hand:**

**University Assembly:**

- UTSA submitted a plan for a 5% budget cut to the UT System. Other institutions in the system are laying-off staff. UTSA is proposing no merit raises this year for employees instead of staff layoffs. UTSA may also not fill vacancies after employees leave the university. Budget cuts, if necessary, will likely take place after the election.
- UTSA is capping enrollment near 30,000 students.
- A new parking lot will be constructed near the Main Building.
- UTSA has entered a long term agreement to house staff at University Heights.
- New building will be constructed between the parking garage and the HSS Building will house ROTC and other offices.
- Residence hall will be constructed

**EAC Report:**

A representative to the EAC (Employee Advisory Council) reported that the UT System components will be meeting in Houston during early March 2010. Issues that will be discussed at the EAC meeting include hazardous duty pay. A new representative for the EAC will be elected in June for a three year term.

The smoking policy at UTSA was discussed, and the EAC representatives from UTSA will be gathering best practices from the other UT System components during the March 2010 meeting. Several campuses in the UT System and across Texas have adopted no smoking and no tobacco policies.

**Staff Council Pins:**

Staff Council representatives who want to purchase Staff Council pins should contribute $10 during either the February or March meetings.

**Website Updates:**

Gregory Frieden is updating the current Staff Council website. Staff Council representatives should submit items they want published to the website to the Chair.

**Meeting adjourned**

Minutes submitted by Shelley Underbrink, *Staff Council Secretary/Historian*