The University of Texas at San Antonio
Summary Minutes of the Staff Council Meeting
December 16, 2010

The fourth regular meeting of the Staff Council for the 2010-2011 academic year was held off campus at The Egg & I, 9985 IH-10 West, San Antonio, and was called to order at 8:33 a.m. with Chair Cié Gee presiding.

Members present:
Alfonzo Villarreal, Amy Ramirez, Anne Jackson, Belinda Dovalina, Blanch Torres, Bradley Jones, Carey Eagan, Christi Fish, Christopher Goldsberry, Cié Gee, Cynthia Orth, Diane Cordova, Eric Cooper, Gloria Harris, Gregory Frieden, Joleen Reynolds, Juan Noval, Laurie Long, Mark Munguia, Ruby Rodriguez, Ruth Coates, Shannon Rios and Tammy Fernandez

Members absent (excused):
Alegra Lozano, Anne Macintosh Speights, Annie Maynes, Burt Reynolds, Clay Haverland, Elba Ramos, Ray Gonzales, Rebecca Garza, Shirley Rowe and Venetta Williams

Members absent (unexcused):
Henrietta Vasquez and Michael Witzel

Minutes from previous meeting:
Minutes were approved via e-mail

Old Business

Staff Council Appreciation Award, Cié Gee
Deborah Riley received her Staff Council award this month. She was extremely surprised.

The Enrollment Services Call Center will receive the Staff Council Appreciation Award in January 2011 per the vote in the December Staff Council meeting. The following staff were included in Eric Cooper’s nomination: Ashley Spain, Zarita Barton, Sasha Maryland, Daniel Campos, Natisha Cottrell, Musoke Sendaula, Kaeli Brown, Megan Martinez, Erika Cox, Carmen Serrata and Leticia Garcia.

Juan nominated the office support of the Chief Information Officer to receive the Staff Council Appreciation Award. It is a three-person office that supports our IT staff and includes Cindy Colston, Susana Errisuriz and Dana Rozelle. The nomination was unanimously approved.
Additional nominations for the Staff Council Appreciation Award should be forwarded to Cié for consideration. Cié would like Staff Council members to consider people who work behind the scenes and are not often recognized.

Statewide Insurance Advisory Council (SWIAC), Cindy Orth
Cindy is one of UTSA’s two representatives on the Statewide Insurance Advisory Council, which reports directly to the Texas Legislature. If you have concerns or questions about insurance, please bring them to the January Staff Council meeting. SWIAC’s next meeting is February 23-24, 2011.

SWIAC includes a Communication Committee, a Plan and Design Committee, and a Retiree Committee. Cindy is sitting on the Plan and Design Committee, which will plan for the next insurance year beginning in September 2011. Each system in Texas has its own insurance plan. If we want to compare ourselves to another system, we could compare our insurance to that offered by Texas Tech or the A&M System.

Committee Reports

Communications Committee, Shannon Rios
Shannon circulated a copy of the Winter Edition 2010 newsletter for approval.

Fundraising Committee, Cindy Orth
- The bowling fundraiser from 6 to 8 p.m. on January 24 has been approved by Kerry Kennedy’s office. The money we raise will fund the Staff Council Scholarship.
- Cindy provided an informational flyer describing planning for the bowling fundraiser. See attachment.
- We need a catchy name.
- We are bumping a bowling league from UTSA to get our Monday night.
- Beverages are available in the concession areas.
- If every member of Staff Council puts together a team, we would fill all 32 lanes.
- Cindy provided Staff Council members with printed save-the-dates. She provided the e-mail version of the save-the-date following the meeting.
- Cindy compiled a list of Silent Auction items that Staff Council acquired for prior fundraisers. Both large and small donations are useful. Small items can be combined to create themed baskets.
- Cindy is checking with Athletics to see if we can use the Rowdy logo on a bowling ball.
- For the Silent Auction, we want Coach Coker to sign footballs. President Romo will donate a photograph. Tammy Fernandez in the President’s Office has already provided UTSA-branded items and pedometers to Cindy for the Silent Auction.
• Cindy will provide a form letter that Staff Council members can use to solicit Silent Auction donations. Solicitations must be coordinated to avoid duplication.
• Previously, the winning bowling team won a pizza party.
• The Communications Committee needs to place a story on UTSA Today and in @UTSA after January 1, 2011. The Staff Council website’s “Donate Now” button needs to be promoted as well.
• Spouses, friends and singles are welcome to attend. You need not have a team. Singles can have special lanes or be grouped together by Staff Council as a team.
• Friday, January 14: Money due from “pre-pay” bowlers
• Wednesday, January 19: Silent Auction item deadline
• Staff Council members can take money from people who want to bowl, but it must be given to Cindy for collection and recording ASAP.
• If someone wants to bowl and can’t afford it, often an office will take up a collection to pay the $15 fee.
• Everything is due to the bowling alley on the morning of the event, so the data input can be done ahead of time.
• The Fundraising Committee and other helpers will arrive at the bowling alley at 4:30 p.m. the day of the event for set-up.

Ad-Hoc Smoking Committee: Joleen Reynolds
Making UTSA a smoke-free campus was last brought up by a faculty member who no longer works at UTSA. Kerry Kennedy is aware that Staff Council is working to address the issue. We need to create a committee that is representative of everyone, from the asthmatic students on campus to the international population, many of whom smoke. UTSA’s Faculty Senate and Student Government want to collaborate with Staff Council on this issue.

We need to take our time and build the case correctly. We also want to wait until after the Legislative Session is over so consideration of the issue is not rushed. We will need to conduct campus-wide surveys among students and employees.

Scholarship Committee: Ruth Coates
$9,170 is currently in the scholarship fund. We need to draft a new memorandum of understanding (MOU) if we want to modify the scholarship amount or number of scholarships awarded. Currently, we award a $250 scholarship to one undergraduate and to one graduate student each year. We need to advertise the scholarship to students now in @UTSA and in UTSA Today. We should also do some grassroots advertising – banners and such. The application must be submitted by February 15, 2011.

It was moved by Shannon Rios and seconded that we begin the process to increase the two scholarships to $500 each. Motion was approved.

New Business
Shannon Rios reported that the Faculty Senate approved the Multidisciplinary Studies Degree.

Cié would like Staff Council members to clear up confusion about the upcoming budget cuts when they overhear colleagues talking about budget items. She’s sat in on a number of meetings and President Romo has made it clear that, in this time of budget cuts, the university is doing its best to protect students, faculty and staff.

Kristee Phelps will provide a limited presentation at Staff Council’s January 2011 meeting.

Meeting adjourned at 10:25 a.m.
Minutes submitted by Christi Fish, Staff Council Secretary