The University of Texas at San Antonio
Summary Minutes of the Staff Council Meeting
July 28, 2011

The eleventh regular meeting of the Staff Council for the 2010-2011 academic year was held at the UTSA Main Campus in the Recreation Center Texas Room, and was called to order at 8:36 a.m. with Chair Cié Gee presiding.

Members present:
Alfonzo Villarreal, Amy Ramirez, Anne Jackson, Anne Macintosh Speights, Christi Fish, Cié Gee, Cindy Orth, Diane Cordova, Gloria Harris, Gregory Frieden, Joleen Reynolds, Juan Noval, Rebecca Pendell Garza, Ruth Coates, Shannon Rios and Shirley Rowe

Members absent (excused):
Alegra Lozano, Annie Maynes, Blanch Torres, Bradley Jones, Burt Reynolds, Carey Eagan, Christopher Goldsberry, Clay Haverland, Elba Ramos, Ruby Rodriguez and Venetta Williams

Members absent (unexcused):
Belinda Dovalina, Eric Cooper, Henrietta Vasquez, Laurie Long, Mark Munguia, Ray Gonzales and Tammy Fernandez

Minutes from previous meeting:
Minutes were approved from the previous meeting

Old Business

Staff Council Appreciation Awards, Cié Gee
- We do not have enough members present for a quorum, so we will vote on the September, October and November award nominees at a future meeting.
- Past recipients in Career Services and Housing were very excited to receive the award.

Parking Discussion
Many staff members still have concerns about parking. Some areas of discussion:
- Business Auxiliary Services has an advisory committee for parking that allows UTSA stakeholders to bring up parking issues.
- We need to expand the shuttle system and improve parking in outlying areas.
- Is Business Auxiliary Services forward-thinking? What happens when we no longer have surface lots? Will everyone need to pay $720 for a garage permit?
- We need to re-examine the shuttle service between UH and the Main Campus.
- Will our contract with VIA be renewed?
- Staff Council may want to address parking next year as a special issue like it has done this year with smoking.
**MS Building Beautification, Joleen Reynolds**
Mulch has been placed in the area near the MS Building that needed work. It looks much better and is drought-tolerant.

**EAC Elections, Cié Gee**
Shirley Rowe’s three-year term ended. Joleen Reynolds is our new EAC representative. Ruby Rodriguez is her alternate.

**New Business**

**2010-2011 Feedback**
Cié passed out papers and asked Staff Council members to note what worked and what didn’t.

**EAC Report: Shirley Rowe**
- UT Brownsville set a Guinness World Record for most people in a Zumba class at one time. They had thousands.
- More people are using Living Well.
- The Work/Life Committee is researching telecommuting and flexible scheduling.
- Third-party discount programs need to serve all UT System employees, not just employees at one or a few sites.
- Tuition reimbursement is on the EAC’s radar since it is a budget item.
- The EAC is examining performance evaluation processes and inconsistencies. HR Departments all have a plan in place but System want a way to track the implementation of those plans. It wants accountability. Regents’ rule says no merit pay unless you have had a performance evaluation but that is not always the case. This may take a couple of years to work out.
- EAC compiled a 91-page document of cost-savings initiatives that various institutions across System have in place. UTSA saved $2.2M through 44 initiatives. The document will be placed online once EAC makes it searchable.
- A plan differential did pass. Smokers and nonsmokers will see different premiums.
- Deregulation passed, so some of the reports we used to run “just because” don’t need to be run anymore.
- Effective January 1, TRS re-hires must now wait 12 months following retirement before they can be re-hired by UTSA. Despite being full-time, re-hires can still receive their annuities.
- EAC minutes are posted on the EAC website.

**Staff Council Scholarship Recipients, Cié Gee**
Apryl Harris, Louis Faust and Lara Crouch visited Staff Council today. They are three of our four scholarship recipients.

Apryl Harris was born in San Antonio. She moved to Dallas and worked in the hospitality industry. Seven years ago, she moved back. She has worked as an administrative associate in the Math Department for four years. She is pursuing her undergraduate
degree in Multidisciplinary Studies. She wants to teach, first in high school then in the middle schools. She will complete her student teaching in Spring 2012.

Louis Faust works the mid-shift in utilities operations. He is a junior studying civil engineering. He wants to work with bridges and structures when he graduates and has always dreamed of studying engineering at MIT. He has a wife and two young boys, 1.5 and 2.5 years old. He likes to take them fishing.

Lara Crouch works in the Financial Aid Office as an enrollment services officer. She earned her bachelor’s degree at Texas State and is pursuing her master’s degree in Educational Leadership with a concentration in Higher Education Administration at UTSA.

August Staff Council Meeting, Cié Gee
Cié asked for discussion points for the August meeting that includes new and retiring Staff Council members:

- We should discuss our 2010-2011 achievements.
- Committee chairs should discuss what they have done this year so people who chair committees next year understand the time commitment and responsibilities.
- We should provide the job descriptions for the positions that need to be filled and committee rosters, once the committees are decided.
- Table tent name cards are good.
- We should discuss how Staff Council fits into UTSA and the System.
- We should provide all 2011-2012 members timelines of meetings, fundraisers and recurring events for planning and scheduling.

Miscellaneous
- PeopleSoft rolls out 9/1/12. You can learn more at the PeopleSoft website, which you can find from the HR website. All of UT System is migrating to PeopleSoft.
- All of Staff Council’s emails were going to Shirley. They’re now going to Christopher until we choose a new Issues Committee chair.
- Joleen suggests we have less expensive or discounted football tickets for UTSA employees. Also, if you buy tickets from the Alamodome, there is a surcharge.

Committee Reports
Election Report, Cindy Orth
- Nearly 2,205 staff received electronic ballots and 120 staff received paper ballots in July.
- We received around 1,000 responses to the ballot process.
- Four of six VP areas plus Administrative and Professional staff needed to re-elect one or more members.
- This was the year that six current Staff Council members whose terms were expiring were re-elected, making it the most re-elected number returning.
- Next year, we need to revise the verbiage on both the nomination and ballot process indicating, “Do not forward this email.” (If the recipient already made a nomination or voted and then forwards the message, the link takes others directly
to the Staff Council website causing some confusion. Each person only has one opportunity to nominate or vote).

- In VPR and VPUA, there was no elections process. Each has one member that has a year left on her term.
- VPBA had one position to fill and there were 28 people on the ballot.
- VPAA had the most members to elect, seven of the 10 Staff Council members they are allotted.
- We will not be able to use the same Survey Monkey account next year and will have to look at alternative methods of conducting Elections.
- New members include:
  Steve Kudika (Campus Recreation), John Shaffer (Graduate School), Jennifer Lozano-Lowe (Financial Aid/Enrollment Services), Victoria Cruz (Telephone Services), Cynthia Davis (COEHD Dean’s Office), Vanessa Davalos (Colleges’ Freshman Advising Center), Jerry Smith (OIT), Vicki Weber (COPP Dean’s Office), Robin Diamond (Police Department), John McGee (ITC) and Robert Rosas (President’s Office).
- Re-elected members include:
  Anne Macintosh Speights (Registrar), Cié Gee (Admissions), Gregory Frieden (Career Services), Shannon Rios (Graduation Initiative), Alegra Lozano (Honors College) and Shirley Rowe (Career Services)

*Smoking Committee, Joleen Reynolds*
Joleen and Bradley are working on a survey that will be administered to UTSA stakeholders just after the start of the fall semester. Joleen will send out a draft survey soon. UT Arlington goes tobacco-free on August 1, 2011.

**Reminders**

*August Meeting*
Staff Council’s August 9 meeting will be held from 8 a.m. to noon at Mimi’s Café at the Rim. It will include new, current and retiring members.

Meeting adjourned at 9:54 a.m.

Minutes submitted by Christi Fish, Staff Council Secretary