The fifth regular meeting of the Staff Council for the 2013-2014 academic year was held at the UTSA main campus in the Bexar Room (HUC 1.102) and was called to order at 8:31 a.m. with Chair Justin Bingham presiding.

Members present: Alejandra Gonzalez, Ben Campus, Brandon Aniol, Christopher Goldsberry, Cynthia Orth, Elisabeth Cuadros, Glynda Steele, Jennifer Lozano-Lowe, Jenny Uranga, Jenny Stokes, Jessica Priddy, John Shaffer, Justin Bingham, Kai Kamaka, Maranda Tupper, Michele Tencza, Monica Bowden, Ron Fosmire, Sarah Netterlund, Shannon Rios, Venetta Williams, Virginia Galloway, Wanda Guntz, Wendy Frost,

Members absent (excused): Alegra Lozano, Alejandra Perez, Arthur Perez, Jaime Martinez, Jenny Jung, Laurie Long, Michael Logan

Members absent (unexcused): Manuel Maldonado, Richard Wollney, Samantha Hernandez, Steven Woodall

Meeting Minutes:
No meeting minutes due to no meeting in December.

Guest Speaker:
- Dan Byrd, Ben Garcia from OIT presented the new voice-mail system, Unified Messaging. This system will completely replace the current system, Cisco Unity Messaging System.
- Unified Messaging is a Microsoft produce and features an integration of two disparate systems, voicemail and email, into one system.
- The system is being piloted in OIT now and will likely be rolled out before summer. Notifications of roll out timeline will be forthcoming from OIT.
- No exact fee structure has been set as yet.
- Individual phone extensions will not change.
- Unified Messaging will have a missed call notification option, customized greetings, transfer options, and speech to text options. The system will also allow for listening to messages via Wave Player within e-mail. The system will allow for out of office rules and sorting rules.
- OIT is currently testing other functionality such as accessing group lines.
- OIT is not aware of other campuses using Unified Messaging in the exact same way we are going to use it but did say that UT Austin is looking at this produce and Princeton uses some version of this system.

General Updates:
- Introduced two new members, Michele Tencza and Elisabeth Cuadros. They are replacing Vickie Weber and Amy Fritz.
- The location of the February meeting has changed due to mandatory fees assessed by the ITC for room usage. Our budget does not allow for these expenses. The February meeting will be held at the Downtown campus at a room to be determined after Census Date (1/29/14).
- A complete expense report will be forthcoming from Mr. Kennedy’s office.

Committee Updates:
- Issues – Wanda Guntz
  - No new issues
  - There will not be a 4-way stop sign at the back of the Baurle Garage. There is sufficient documentation from the transportation study to support the current situation.
  - Requests for additional lactation spaces on campus will be handled on a case-by-case basis.
  - A new issue came from the floor regarding signage for the aforementioned intersection at the Baurle Garage. A large Pedestrian Crossing sign has been requested for that intersection as well as at the top of the Main Roundabout at the John Peace entrance to campus.
  - An internal issue was brought to research name changes for Facilities and Housekeeping employees. Other universities have titles such as “Hospitality Worker” for their facilities employees. This is not in the purvey of the Staff Council and should be forwarded to Human Resources.
Health and Wellness – Brandon Aniol
  o Meeting scheduled with Kristee Phelps to discuss collaboration.
  o Justin mentioned that one of his goals this year is to sit down with Campus Rec folks to try and lower staff fees. Jessica offered other university contacts to help make the case for lower membership fees for staff.
  o Kristee Phelps is forming panels of ex-smokers to speak to cessation classes. Contact Brandon if interested.

Parking and Transportation – Glynda Steele
  o No new issues.
  o 4 spaces allocated in front of San Saba Hall for visitors.
  o No specifics on UTSA Blvd. construction start. Christopher will continue to update as information becomes available.

Communications – Sarah Netterlund
  o Still do not have access to website. Some discussion on who to get involved and how to escalate issue.
  o For future reference, will be important to have one representative who is in their first term always on the access list.
  o Due to no website access, should immediately begin work on a Blast to advertise Strikes for Scholarships Event and Scholarship deadline.
  o Facebook access also discussed. Past representative from ITC created the page but does not have the access information. Brandon will follow up.

Scholarships – Alejandra Gonzalez
  o Deadline is February 15th.
  o Announcement will go out in the next VPSA newsletter.
  o An article will go out on UTSA Today soon.
  o All EEB participants will be e-mailed directly about scholarship opportunity.

Staff Appreciation – Jennifer Lozano- Lowe
  o No nominations for December or January
  o Need nominations for February immediately.
  o Flyer will be sent out to everyone for advertisement purposes in individual departments.
  o Committee will tweak procedures for a better flow.
  o Representatives asked to make a strong commitment to vote on nominations. We did not have a majority for November awardees.
  o November awardees, the Physics and Astronomy Department, were excited and honored to receive the award.

Fundraising/Elections – Cynthia Orth
  o Elections will not ramp up for a couple of months.
  o Strikes for Scholarships Event on Monday, March 3, 2014 from 6pm – 8pm at University Bowl.
  o Discussion of cost per bowler
    • Shannon moved that cost remain $17 per bowler, John seconded and approval was unanimous
  o Early Bird Registration Incentives
    • Goodie Bags in past for early paid registration.
    • Lots of man hours spent garnering donations and assembling bags.
    • Suggestion made to discontinue goodie bags and focus man hours on silent auction items.
      • Maranda moved, Virginia seconded, and approval was unanimous
    • Suggestion was made to leave Early Bird Registration at $17 per bowler and raise “late” registration to $20.
      • Jennifer moved, Jessica seconded, and approval was unanimous.
    • Friday, February 21st will be deadline for Early Bird Registration discount.
    • Friday, February 28th will be final deadline for all registration.
    • Handout of last 3 years of Silent Auction/Cash and Carry items provided for ideas.
    • Copies of Tax Exemption/Donation Request letter provided.
    • Electronic copies of both forthcoming from Cindy.
    • Collected items should be delivered either to Cindy Orth or to Laurie Long.
    • Items should be delivered to Cindy by February 28th.
    • The beginning of the month is a better time to solicit donations from vendors.
    • Volunteers to work the event also needed. Contact Cindy if interested.

Announcements:
Our next meeting will be Thursday, February 20, 2014 at 8:30am at the Downtown Campus (room TBD).

Meeting was adjourned at 10:16 a.m. for committees to meet.

Minutes submitted by Shannon Rios, Staff Council Secretary