The sixth regular meeting of the Staff Council for the 2013-2014 academic year was held at the UTSA downtown campus in BV 3.306 and was called to order at 8:34 a.m. with Chair Justin Bingham presiding.

**Members present:** Shannon Rios, John Shaffer, Monica Bowden, Jennifer Lozano-Lowe, Michael Logan, Virginia Galloway, Cindy Orth, Wendy Frost, Sarah Netterlund, Alejandra Gonzalez, Kai Kamaka, Alejandra Perez, Jamie Martinez, and Justin Bingham

**Members absent (excused):** Alegra Lozano, Brandon Aniol, Venetta Williams, Glynda Steele, Michele Tencza, Jenny Stokes, Steven Woodall, Ben Campos, Elisabeth Cuadros, Wanda Guntz, Christopher Goldsberry, Maranda Tupper, Ron Fosmire, Art Perez, Laurie Long, Jenny Jung, and Jennifer Uranga

**Members absent (unexcused):** Manuel Maldonado, Samantha Hernandez, and Jessica Priddy

**Meeting Minutes:**
January meeting minutes were approved by a majority via e-mail vote.

**Committee Updates:**
- **Issues**
  - Lactation Room Update
    - Policies on reserving space not clear and Student Health Services website is different than in person advise
    - Currently policy is to reserve lactation space through the library
    - Kai will follow up with Barbara Reyes and update group
  - No new issues reported
- **Health and Wellness**
  - Working with Kristee Phelps
  - SA Corporate Cup event in May
    - Committee will brainstorm potential Staff Council role
    - Brandon will keep group updated
- **Parking and Transportation**
  - University committee reviewing policies and guidelines
- **Communications**
  - Website access has been granted and site has been updated
  - Future update requests and other promotions should be sent to Wendy and/or Sarah
  - Staff Council Appreciation Awardee information should be posted each month
- **Scholarships**
  - Deadline was February 15th
  - First-time graduate students have extended deadline to February 28th due to a system glitch
  - Final decisions by mid-April
- **Staff Appreciation**
  - February award has been chosen and will be awarded toward end of the month
  - Issue brought to the floor: Should current Staff Council representatives be eligible for the monthly award?
    - No quorum for vote but motion was made by Jennifer Lozano-Lowe and seconded by Sarah Netterlund.
    - Vote will be sent via e-mail
Fundraising/Elections
  • Strikes for Scholarships
    ▪ Did not get top billing on UTSA Today
    ▪ Wendy will speak with Tim Brownlee to re-run the news blurb on UTSA Today
    ▪ Still in need of bowlers
    ▪ Issue raised to leave fee at $17 for remainder of registration period
      • No quorum for vote but motion was made by Cindy Orth and seconded by John Shaffer
      • Question to Parliamentarian if there was another way to get this motion approved faster
        ▪ Option of approval by assent
      • E-mail will be sent requesting objections to leaving fee at $17 with EOB Thursday deadline. If not objections, motion will automatically pass.

New Business:
  • New Issues
    ▪ JPL 1st floor Ladies’ restroom is not being kept clean and is an eyesore to visitors, students, staff, and faculty who use that building
    ▪ Should contact Work Control to make an official report and request more diligent servicing
    ▪ Men’s restroom was also mentioned as being in disrepair
  • Elections
    ▪ Justin asked for everyone to begin talking about the upcoming elections to fellow staff members
  • Volunteers for Event
    ▪ Cindy needs representatives to help with registration, silent auction, and door prize delivery during the event
    ▪ Contact Cindy if interested

Announcements:
Our next meeting will be Thursday, March 20, 2014 at 8:30am at the Main Campus in PNB 2.106.

Meeting was adjourned at 9:30 a.m.

Minutes submitted by Shannon Rios, Staff Council Secretary