Regular Meeting Agenda
Thursday, September 22, 2016
8:30 – 10:30 a.m.
UC 2.02.12 Willow Room

8:30 a.m.  Group Photo
8:45 a.m.  Chairs Announcements
  • Welcome, hand out plaques
  • Letter to SC members supervisors
  • Service Project Update
  • Alternate for EAC meetings
  • Recognition of President Romo

9:15 a.m.  Vote on September Staff Appreciation Award recipient
9:20 a.m.  Staff Council code of conduct based on UT’s EAC code of conduct
9:30 a.m.  Committee updates
  • Issues
  • Health & Wellness
  • Parking
  • Communications
  • Staff Appreciation
  • Scholarships
  • Ad Hoc Service Project
  • Elections
  • Fundraising
  • Great Staff Appreciation Event

Fall 2016 Regular Meetings

Thursday, September 22
8:30 – 10:30 a.m.
UC 2.02.12 Willow Rm

Thursday, November 17
8:30 – 10:30 a.m.
GSR 2.106 & FS 3.516 (videoconference)

Thursday, October 20
8:30 – 10:30 a.m.
GSR 2.106 & FS 3.516 (videoconference)

Thursday, December 15
8:30 – 10:30 a.m.
UC 2.02.12 Willow Rm
Meeting Minutes
September 22, 2016

The first, regular meeting of the Staff Council for the 2016-2017 year was held at the Main Campus in the University Center, Willow room 2.02.12. The meeting was called to order, after taking the new group picture, at 8:46am with Forrest Wilson, Chair, presiding.

Members Present: Andrea Chavez, Anne Peters, Annie Maynes, Ben Garrison, Brian Jantz, Cindy Orth, Daniel Garcia, Diana Cisneros, Elisa Perkins, Forrest Wilson, Henry Barrera, Jake Treviño, Jason Vasquez, Jessica Eskander, Kai Kamaka, Marcela Cabello, Paul Lozano, Robin Sanders, Ruth Carrillo, Ryan Key, Steven Stewart, Venetta Williams, Vincent Perez, Yolanda Williams

Members Absent (Excused): John Shaffer, Lisa Merritt, Linda Martinez, Shannon Rios

Members Absent (Unexcused): Gregory Frieden, Guadalupe Sanchez, Kathryn Sanchez, Khanh Nguyen, Matthew Jackson, Richard Garza, Sheryl Robisheaux

Meeting Minutes: June meeting minutes were approved by a majority vote via e-mail

New Business

Chair’s announcements
- New members welcomed and all members introduced
- Andrea Chavez, new member replacing JJ Chavez
- Staff Council Representative door plaques handed out to new members
- VPBA, Kathy Funk-Baxter will send letters to members’ supervisors to recognize membership

Service Project
- Diploma Dash
  - How would we make our group visible
    - Anne Peters: T-shirts for Staff Council members
    - Ruth Carrillo: water cups with logo for runners
    - Diana Cisneros: cheer squad at event for runners
Paul Lozano brought up a BBQ plate sale for scholarships (item referred to Fundraising committee; Cindy Orth mentioned health department permissions and etc)

- DJ for event
- Split profits for scholarships between students and staff students
- Annie Maynes mentions connecting with events management for further guidance

Food Bank

- Warehouse sorting and packing (big group Saturday option)
- Tour of facility suggested for first-time volunteers
- Small group options weekdays

Habitat for Humanity

- Orientation for team lead (Jessica Eskander)
- Application for team to participate will be filled out by Jessica Eskander

UTSA Staff Day of Service (all inclusive) Forrest will bring to Kathy Funk-Baxter to make official, if approved

- Give Pulse (Brian Holdeman) Center for Civic Engagement can be contacted for organizational support
- Communication with VOICES since they have an established UTSA Day of Service already (Elisa Perkins will get info)

EAC alternate

- 2 representatives needed at each meeting
- Vice Chancellor is advisor
- VC brings items of interest to Board of Regents
- Chancellor will speak to Presidents to implement new ideas
- Alternate will attend meeting if one of two members can’t
  - 5 Interested parties at meeting
  - Interested parties will write a letter of interest, Kathy Funk-Baxter will decide – Oct. 31 deadline

President Romo Recognition (Retirement Aug 2017)

- Great Staff Appreciation Event Presentation
- Photo collage
- Huge greeting card to be signed by staff
- Thank you video
  - Elisa Perkins (Communications Committee) will contact departments to have staff council come in to record staff thanking Dr. Romo

Staff Appreciation Award September – winner chosen

Staff Council Code of Conduct

- Anne Peters edited UT’s EAC code of conduct to “UTSAfy” it
- 1st motion to vote on approval by Annie Maynes
2nd motion by Vince Perez
Unanimous approval by Staff Council

Committee updates
Issues (Lisa Merritt not present)
Health & Wellness (Ben Garrison)
  - Looking into HOP: extra 90 mins to work out per week
  - HR will not back departments who have not established this policy if it is not published yet in UTSA’s HOP
  - As of now, it is up to each supervisor whether to allow it or not
Parking (Brian Jantz for John Shaffer)
  - No new garages – for now
  - More surface lots
  - New building over by music building
  - UTSA parking committee
    - John Shaffer will be non-voting member
    - Brian Jantz is new vice-chair
  - Flow of traffic around Bauerle garage
  - Better lighting downtown
  - Resurface lots downtown
  - Parking lot sensors
    - No more driving around senselessly!
Communication (Elisa Perkins)
  - Rebuild newsletter
  - Calendar of events
  - Email draft for Dr. Romo recognition
Staff Appreciation (Henry Barrera)
  - Sept winner chosen previously at meeting
  - Vince Perez is on VPSA Staff Appreciation Committee
    - Fiesta UTSA recognition/promotion of Great Staff Appreciation event in May brought up as possible shared “event”
Scholarships
  - No Report
Elections
  - No Report
Service Project
  - See previous extensive discussion
Fundraising
  - No report
GSA Event
No report

- Forrest Wilson suggest visiting Blueprint 2020
  - No staff items clearly visible

Closing
- The meeting was adjourned at 9:59am
- The next scheduled Staff Council meeting will take place on Thursday, October 20th, 8:30-10:30am via teleconference
  - Main campus meeting at GSR 2.106
  - Downtown campus meeting at FS 3.516
- September meeting minutes taken and submitted by Diana Cisneros, Secretary