

The University of Texas at San Antonio
UTSA Staff Council

Meeting Minutes

January 24, 2019

The fifth regular meeting of the UTSA Staff Council for fiscal year 2018-2019 was held at the Main Campus in the BSE Multipurpose Room, BSE 2.102. The meeting was called to order at 8:00am, with Elisa Perkins (Chair) presiding.

Members Present: Courtney Balderas-Jacob, Brandy Barksdale, Morgan Beard, James Borrego, Monica Bowden, Andrea Chavez, Erbey Garza, Wanda Guntz, Matt Keneson, Linda Lankford, Paul Lozano, Mary Alice Morizen, Carin Norton, Cindy Orth, Mark Ottinger, Elisa Perkins, Kendra Pittman, John Shaffer, Jerry Smith, Sarah Soulek, Suzanne Stokes, Eric Weber

Members Absent (Excused): Jaime Fernandez, Sabina Kapoor, Amanda Perez, Kristee Phelps, Brandi Raschke, Jason Vasquez

Members Absent (Unexcused): Joe Alderete, Ben Campos, Veronica Cavazos, Vincent Genco, Shashi Pinheiro, Jeffrey Ragsdale, Venetta Williams, Maria Zayas

Chair Announcements:

- ❖ Elisa said that a meeting with the new Vice President for Business Affairs will be set soon. The meeting will focus on the status of the Staff Emergency Fund and the university's engagement survey.
- ❖ The HOP committee is currently reviewing the way in which staff members travel between campuses; relying on the use of their own vehicles to transport office/special event items and paying for their own mileage.
- ❖ Elisa said that she met with Myron Anderson, the new Vice President for Inclusive Excellence, and discussed the lack of formalized employee resource/affinity groups on campus. He is looking at whether there may be university support for these types of groups in the future.

Committee Updates:

- ❖ Health and Wellness
 - The committee is working on increasing health-related communication through the Rowdy New U program, particularly through the use of "wellness champions" in various areas at the university. Registration for "Health for the Holidays" is closing soon. Initial marketing for the corporate cup has been sent out to Rowdy New U members. Staff Council members were reminded about the HOP policy allowing three 30-minute wellness breaks per week for staff, as approved by their supervisor. Staff can also get a physical once per year and receive 8 hours of comp time.
- ❖ Service and Social
 - The Staff Council lunch trivia/social has a new date of February 15th. More information about the event will be provided soon.

- ❖ Staff Appreciation and Scholarships
 - There were 3 nominees in December and 1 nominee from November. The committee will send out those 4 nominations for a vote among the council, and the winner will be presented with the award on January 30th.
- ❖ Major Events and Fundraising
 - Cindy will be sending out the draft promotional letter to assist staff in gathering items for the Strikes for Scholarships silent auction (May 7th). Planning for the Great Staff Appreciation event is underway and the committee is looking at hosting an earlier event with brunch items, to take advantage of cooler weather earlier in the day.
- ❖ Questions, Issues and Concerns
 - The committee is working on a “how to contact us” section on the Staff Council webpage to make it more user-friendly. Ideally, it would link from other university websites like the President’s webpage, HR’s webpage, etc.
 - There was an announcement regarding the Sustainability office. The office is looking for ideas from the university on how to best utilize its funds. Please submit any sustainability ideas to Andrea by February 4th. There is still an ongoing discussion about how to best utilize the shower space in the BSE.
- ❖ Communications
 - Digital signage has now moved under the Provost’s office communications team. Any requests for digital signage can be submitted there. If you have ideas for promotional videos, please contact James.
- ❖ Elections
 - The committee will be looking at new/restructured VP areas that need to be incorporated on Staff Council.

Addressing Staff Council Goals:

- ❖ Elisa presented 6 goals of Staff Council for members to discuss and focus the council’s efforts in a more succinct way.
 1. Addressing issues of concern that are unique to staff
 2. Fostering expanded opportunities for staff involvement in campus governance
 3. Building a sense of community by encouraging the exchange of ideas and concerns
 4. Providing advice on university policy and procedures impacting staff
 5. Advising the university on staff nominations to university standing committees as equal members
 6. Promoting the growth and welfare of staff, contributing to the success of UTSA

After some discussion, the council agreed that a more concentrated effort should be placed on Staff Council branding and increased communication with the university’s upper administration (Vice Presidents).

Other Updates:

- ❖ Next meeting: Thursday, February 28 from 8:30-10:30am (BSE 2.102)

Closing

- ❖ Meeting adjourned at 10:05AM.