

The University of Texas at San Antonio  
**UTSA** Staff Council

## Meeting Minutes

March 28, 2019

The seventh regular meeting of the UTSA Staff Council for fiscal year 2018-2019 was held at the Downtown Campus in the El Mercado Room, DB 1.208. 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, Sabina Kapoor, Matt Keneson, Linda Lankford, Cindy Orth, Mark Ottinger, Elisa Perkins, Kristee Phelps, Jerry Smith, Sarah Soulek, Suzanne Stokes

**Members Absent (Excused):** Monica Bowden, Andrea Chavez, Jaime Fernandez, Erbey Garza, Vincent Genco, Carin Norton, John Shaffer, Venetta Williams

**Members Absent (Unexcused):** Joe Alderete, Ben Campos, Veronica Cavazos, Wanda Guntz, Paul Lozano, Mary Alice Morizen, Amanda Perez, Shashi Pinheiro, Kendra Pittman, Jeffrey Ragsdale, Jason Vasquez, Eric Weber, Maria Zayas

### Chair Announcements:

- ❖ Elisa announced that representatives from Athletics were scheduled to attend the meeting but had a last-minute conflict. They will be rescheduled for the April meeting. Ombudsman Donna Edmondson will also attend the April meeting.
- ❖ Elisa will be contacting University Communications regarding the recent loss of access to the UTSA staff listserv. Due to this loss of access, the save the date email for Staff Council's upcoming events was not sent out. The Staff Council communications committee plans to utilize sandwich boards on campus as well as the university's digital signage to help promote the events.

### Committee Updates:

- ❖ Questions, Issues and Concerns
  - Jerry recently met with the new Vice President for Inclusive Excellence, Dr. Myron Anderson. The committee is focused on getting more staff involvement in the decision-making processes at the university affecting staff. Also discussed was salaries/equity across campus. In addition, Jerry also met with parking services where various issues were addressed such as concerns regarding the parking garages (no covered top level parking, wrong-way drivers, and long lines after 5pm) and there was discussion regarding an upcoming scooter policy on campus.
  - The HOP policy addressing travel between campuses does not seem likely to be updated soon. Reimbursement for mileage for those who travel between campuses is not currently being considered. The VIA bus partnership is the only free travel option between campuses.
- ❖ Health and Wellness
  - Registration for the Corporate Cup is open. The deadline to register for the event is April 5<sup>th</sup>. The event will take place on June 1<sup>st</sup> at UIW's campus. Volunteers are also

needed for the event. This month, the first 100 people to donate food get a free Fiesta medal and these donations contribute to points given for the Corporate Cup. Kristi will send out more information about the event.

- ❖ Communications
  - No update
- ❖ Major Events and Fundraising
  - The committee is working to stay within last year's budget for the upcoming Great Staff Appreciation event. Last year's DJ who provided free services may not be available this year, so the committee is looking at other DJs and balancing that cost with the staff giveaway items under consideration. The Staff Council website has been updated to include more information on the event.
  - The committee is still in need of donation items for the Strikes for Scholarships event. Contact the committee if you have items to donate, including those that could be used in gift baskets.
- ❖ Service and Social
  - The committee was planning an event at the Block in April, but the preliminary date chosen conflicts with Fiesta events. In order to get better attendance, new dates in May are being considered.
  - The Caesar Chavez March is taking place this weekend. No additional volunteers are needed, but anyone interested is welcome to attend.
- ❖ Staff Appreciation and Scholarships
  - No update
- ❖ Elections
  - No update

#### **Other Updates:**

- ❖ Elisa said that she is looking at an assessment tool like StrengthsFinder for an upcoming Staff Council meeting. If utilized, the assessment could ideally be tied to committee goals and planning for next year.
- ❖ The SECC BBQ will be held on April 24<sup>th</sup> in the Sombrilla. A BBQ lunch will be provided for a \$6 donation. Tickets can be purchased from Suzanne or one of the other SECC Advisory Committee Chairs.
- ❖ The Scholar Speaker series is going on now. This free event is open to the public. More information and a list of topics can be found at:  
<http://www.utsa.edu/50/celebration/events/scholars-speakers-series.html>.
- ❖ There was discussion regarding Staff Council's goals, increased visibility, and improved communication with the President. A Staff Council Handbook will be developed to help document procedures for new members and provide some general background on Staff Council.
- ❖ Next meeting: Thursday, April 25 from 8:30-10:30am (Location TBD)

#### **Closing**

- ❖ Meeting adjourned at 10:10AM.