

## U.T. DALLAS STAFF COUNCIL MEETING MINUTES

March 10, 2004

Green Center Commons

9:00 a.m.

**Members Present:** Andy Aquatero, Peggy Attari, J.B. Barnes, Paul Bogan, Laurie Brown, Rickie Brown, Daniel Calhoun, Deborah Day, Sandee Goertzen, Barbara Gordon, Gayle Holt, Mary Janes, Fatiah Lambert, Carol Lanham, Betty Loy, Pat McEachern, Kent Mecklenburg, Ramona Metcalf, Trudy Muller, Rochelle Pena, Emebet Sahle, Tina Sharpling and Sally Zirkle.

**Ex Officio:** Murray Leaf.

**Ex Officio:** Absent: Claire Occhipinti, David Maldonado

**Members Absent:** Christy Baxter, Mary Margaret Echevarria, Lisa Garza, Roberta Green, Kathy Gribble, Darlene Johnson, Karla Perez, Keith Stelzenmuller, John Turner and Doug Vass.

**Guests:** Cornelia McCowan, sitting in for Jacqueline Long, and Roger Robbins.

**The Chair Sandra Goertzen called the meeting to order.** A motion was made and seconded to correct the minutes from the February 11th meeting to state that Ramona Metcalf is officially assigned to the Communications Committee. A motion was made to approve the minutes as amended, the motion was seconded and the motion passed.

### Reports:

**Executive Committee:** Ms. Goertzen reported that the Executive Committee met on March 3<sup>rd</sup> and discussed the items on the agenda today.

The CARE Awards signs will need to be posted throughout campus. Please remember to retrieve the sign at the end of the month and bring them back to the April Staff Council meeting. Flyers are also available for distribution on campus.

There is a Signage Committee, Dr. Leaf is the Chair and will report on this committee's progress later this morning.

One other note, Betty Loy is now on the Communications Committee.

**Treasurer's Report:** Ms. Goertzen presented the Treasurer's report for January on behalf Of Christy Baxter who was absent.

**Benefits Committee:** Rochelle Pena reported that the balloon sales were a success. The profit from the sales was \$ 1021.00; this is in part due to donations during the sale.

Rochelle also reported that the first collection of ink cartridges for recycling had been completed. Many of the boxes were not in the location originally reported so there may be additional cartridges that did not get picked up. Rochelle asked the Staff Council Representatives to collect the cartridges from the recycling box in their areas and bring them to the monthly Staff Council meetings.

**Communications Committee:** Daniel Calhoun reported that his committee has not met since the distribution of the last newsletter. They are currently working on a newsletter for May that would include Staff Council elections and District changes.

**Staff Development:** Laurie Brown reported that her committee had a good response to the Training Survey. The information from the survey has been shared with Mark Mitchell who develops the training schedule for staff.

Ms. Brown also reported that her committee has been working on the guidelines for displaying awards in

the display case. Her committee will meet with the representative from Impressions Marketing to obtain ideas for displaying staff recognitions and the case identifier.

The Benefits Committee is continuing to work on updates for the A to Z guide.

**Presidential Search:** Betty Loy reported that the process continues at a slow pace at this time. Ms. Loy did state that individuals wanting information about the search could go to UTD main web page and click on UTD Presidential Search.

**Faculty Senate:** Dr. Leaf reported that the Faculty Senate shares the same concerns about signage as does Staff Council. A committee has been formed to present a workable plan to Dr. Jenifer. The committee members are Dr. Murray Leaf (Chair), Ron Biddle, Katherine Evans, Joyce Crumb, Peggy Attari and a student representative.

**Parking and Security:** Betty Loy reported that the committee has a meeting planned for April 1<sup>st</sup>. A request was made from the Council for information concerning the needed renovation of Lot A.

**Campus Facilities and Oversight:** Peggy Attari reported that the committee met and discussed the signage issue.

**Safety Committee:** Kent Mecklenburg reported that the committee met on February 20<sup>th</sup> and worked on action issue that had been presented to the committee. The committee is still investigating the issue of Mud Jacking equipment to level the sidewalks.

After a recent incident on campus, it has been suggested that all Safety Officers wear a vest or some form of identifying clothing in order to be recognized in potentially dangerous situations. The committee is looking into this suggestion.

**Women's Center:** Sally Zirkle reported that the center is currently working on the Generation X program. The chapter will be receiving a federal grant for the development of this program.

**New Business:**

**Suggestion 2004-012S:** This suggestion was inquiring as to why staff does not receive discounts to the Activities Center or for parking. After a brief discussion a motion was made to contact this individual and let them know that the two examples they stated are fee based and can not be discounted. Additional information concerning the discounts available to employee can be obtained at the Comet Card Center. The motion was seconded and passed.

**Coffee with the President:** Representatives from District 4 will meet with Dr. Jenifer on March 25<sup>th</sup>. Paul Bogan has agreed to be the contact for this district event.

There being no other business, the meeting was adjourned.

Respectfully submitted,

Deborah Day  
Recording Secretary/Parliamentarian  
April 6, 2004