

U.T. DALLAS STAFF COUNCIL MEETING MINUTES

November 10, 2004

Green Center Commons

9:00 a.m.

Members Present: Andy Aquatero, James Barnes, Sandy Burdine, Tina Butterfield, Daniel Calhoun, Deborah Day, Kris Faulk, LeeAnn Fitussi, Lisa Garza, April Gauer, Barbara Gordon, Gayle Holt, Fatiah Lambert, Carol Lanham, Jacqueline Long, Betty Loy, Kent Mecklenburg, Kathy Meyer, Sandra Mitchell, Trudy Muller, Alex Nestor, Wendy Newton, Donise Pearson, Rochelle Pena, Cleon Ramey, Margie Robbins, Betty Roth, Mary Ann Routzahn, Keith Stelzenmuller, John Terrell, Doug Vass, Volya Wilds-Helm and Sandra Zemcik

Members Absent: Donna Bomnskie, Sandee Goertzen, Karen Jarrell, David Maldonado, Remona Metcalf, Randy Sims

EX OFFICIO: Claire Occhipinti

Vice Chair Daniel Calhoun called the meeting to order in the absence of Chair. A motion was made and seconded to approve the minutes of October 13 as corrected. The motion passed.

Reports

Executive Committee: The Vice Chair gave the report that Ms. Goertzen prepared. The Executive Committee met on November 3 and discussed all the items on the agenda today.

The crystal gift for Dr. Jenifer has been received and will be presented to Dr. Jenifer at Fall Forum.

Presidential Candidates: The decision of the Board of Regents will not be made until December 9th or 10th at the earliest. The candidates will meet with the Board of Regents individually. Dr. Baldwin was in Austin November 3. The meeting with Dr. Schuster or Dr. Barton has not been established.

Betty Roth will move from Staff Development to the Benefits Committee.

The Communications Committee needs a new chair.

Fall Forum: Fall Forum will be held November 17 in the School of Management Auditorium. Staff Council members need to come early. Sandee will introduce the Staff Council representatives as well as CARE awardees and Scholarship awardees. Dr. Jenifer will give the State of the University address.

CARE Award: There were twenty-four nominations. The award ceremony will hopefully be in December.

Signage Committee: Dr. Murray Leaf, who is chairman of the committee, met with Dr. Jenifer and Mr. Lovitt. Dr. Jenifer gave his approval for the signage plan except he wants the full name to appear on the building rather than two letters. Dr. Leaf will now go back to the committee and come up with the new cost numbers and bring the plan back to Dr. Jenifer.

Treasurer's Report: Gayle Holt reported there is \$2,825.38 in the state account, \$7,126.81 in the scholarship account which includes \$125.47 in interest and \$155.90 in the designated account.

Benefits Committee: Doug Vass reported Randy Sims to find out applicant information on scholarship applications and the Committee will discuss the applications at the next meeting.

Discussion about Flu Shots suggestion was dropped since flu shots were not given. Other suggestions are still being worked on.

Communications Committee: There are two things the Communications Committee has been working on the November newsletter and Fall Forum. Daniel requested the Committee stay after the Staff Council meeting for a short time to elect a new chair. Daniel has ten questions to be given to Dr. Jenifer for Fall Forum.

Staff Development: The Committee met October 21 where Pat McEachern was guest speaker. The A-Z index was compared to the A-Z guide. A proposition may be made at a later date but Kent wants to make sure the same information on the index is also on the guide. It was decided to keep meeting on the third Thursday of the month. The Dedication Plaque is still being worked on. The wording has been approved and the size needs to be 4x6 or 4x8. \$28.44 was spent on supplies for the Trophy Case (4 ebony black easels and 2 frames). Kent dusted the shelves in the case and parade pictures are now on display along with last year's Staff Council group picture.

Fundraising Committee: Rochelle reported 104 mums were sold for \$1,040.00 for a net income of \$431.60. The Poinsettia sale is now underway and e-mails have been sent out with order form attached. A goal of 250 sales has been set and the price is \$10.00. Ink jet and toner cartridges have taken off. Another check is in the mail but the amount is unknown. Cookbooks will continue to be sold again at a price of \$10.00 each. These would make great stocking stuffers. Posters for cookbook sales may be sent to Staff Council representatives to be displayed in departments with a contact name.

Presidential Search Committee: Betty Loy reported the committee has been disbanded. Betty also said she had received great compliments regarding Staff Council's sessions with the presidential candidates.

Faculty Senate: No report.

Parking and Security Committee: Did not meet

Campus Facilities and Oversight: No report

Safety Committee: Not a lot of reports given. No new information about attack at Founders. Some corrective measures were discussed: locked doors, cameras, card readers at entry point, following lab rules such as the two person in the lab rule (one person had left when the attack happened). More information is needed. The next meeting will be in December.

Women's Center: Barbara Gordon reported the Women's Center is still collecting Yoplait yogurt tops through December 10.

Old Business:

Homecoming Parade: Kent thanked everyone who participated. From the Treasurer's report \$41.05 was spent for candy that was passed out at the parade. Kent also read the poem he wrote at the judges' stand. We got "Most Spirited Award."

New Business:

Signs for Fall Forum are ready to be put around campus.

Suggestion 2005-003 – Smoking Areas: A motion was made and seconded to give this suggestion to the Benefits Committee for further business. The motion passed.

Suggestion 2005-004 – Career Fair: A motion was made and seconded to respond to the initiator to contact the career center.

Daniel made the following announcements before adjourning.

1. Service award ceremony at 3:00 in the SOM Auditorium.
2. Please make sure you sign the attendance sheet that is floating around.
3. Information Resources is giving a tech fair in the Student Union on November 11.

There being no other business, the meeting was adjourned.

Respectfully submitted,

Trudy Muller
Recording Secretary/Parliamentarian

