

**U.T. DALLAS STAFF COUNCIL MEETING MINUTES**

February 9, 2005

Green Center Commons

9:00 a.m.

**Members Present:** Andy Aquatero, J. B. Barnes, Paul Bogan, Donna Bomnskie, Christina Braxton, Daniel Calhoun, Deborah Day, Kris Faulk, April Gauer, Sandee Goertzen, Barbara Gordon, Gayle Holt, Fatiah Lambert, Carol Lanham, Jacqueline Long, Betty Loy, David Maldonado, Kent Mecklenburg, Ramona Metcalf, Kathy Meyer, Trudy Muller, Alex Nestor, Wendy Newton, Rochelle Pena, Cleon Ramey, Betty Roth, Mary Ann Routzahn, Randy Sims, Keith Stelzenmuller, John Terrell, Doug Vass, Volya Wilds-Helm, Nadira Zakhidova and Sandra Zemcik

**Members Absent:** Sandy Burdine, Tina Butterfield, Lee Ann Fitussi, Lisa Garza, Karen Jarrell, Sandra Mitchell, Donise Pearson, John Turner

**EX OFFICIO:** Robert Nelsen

Chair Sandee Goertzen called the meeting to order.

**Scholarship Awardees:** Ms. Goertzen introduced the scholarship awardees. The awardees are: Peggy Attari  
Julie Evans  
Ramona Metcalf  
Sherry Slovak  
Patricia Schoch  
Susan Vail

Individual and group pictures of the awardees were taken by Margaret Kilbourn

**Guest Speaker:** Jody Nelsen spoke to Staff Council about Banner which is the new operating system U.T. Dallas is purchasing. Oracle and People Soft were also considered. The tentative implementation date is September 2006 and will be done in stages.

A motion was made and seconded to approve the minutes of January 12, 2005 as amended. The motion passed.

**Reports:**

**Executive Committee:** Ms. Goertzen reported the Executive Committee met on February 2 and discussed all items on the agenda.

**Presidential Candidate:** The new president of U.T. Dallas will be announced February 10 and he will visit the campus February 11. There will be an open forum

on February 11 which the Staff Council Chair will give a welcome in addition to the Speaker of the faculty and President of the Student Government.

Dr. Wildenthal reported Senator Shapiro introduced a bill lifting some restrictions on U.T. Dallas when the university was started.

**Signage:** Dr. Leaf presented the signage proposal to the Deans and Directors but they did not like two letter abbreviations. They want the full name on buildings and they want a consultant brought in.

**Staff Council Elections:** The election process usually starts in February ending in May with elections. A volunteer is needed to chair Ad Hoc Committee. Don Davis is unable to chair the committee this year but will assist.

**Treasurer's Report:** Gayle Holt reported there is \$2,479.08 in our state fund, \$7,126.00 in the scholarship fund and \$1,722.00 in the designated fund.

**Benefits Committee:** Doug Vass reported that the Benefits Committee was very pleased with quality of scholarship applications.

**Communications Committee:** Alex Nestor reported the current newsletter is ready for pick up at the Staff Council meeting. He thanked John Terrell for newsletter lay out. Articles continue to be welcomed and Alex needs them early March.

**Staff Development:** There was no meeting in January. The next meeting is February 17.

**Fundraising:** The balloon sale is underway. Flyers for balloon sales were passed out to representatives and volunteer schedules were passed out. Five hundred balloons were ordered and will sell for \$2.50 each. Pre-orders of two or more balloons will be delivered.

A \$700.00 check for ink jet cartridge recycle has not been received yet. Fifteen boxes were loaded Monday. Extension 4585 can be called for cartridge pick up or an e-mail can be sent to Deborah Day or Rochelle Pena.

Rochelle thanked her committee for their hard work.

**Wellness Committee:** Wendy Newton reported a brown bag seminar is scheduled for March 18. There will be a dentist discussing oral health. Flyers will be mailed out.

A vote is needed for monthly e-mail health tip.

First annual health fair will be April 18<sup>th</sup> and 19<sup>th</sup>. There will be vendor booths and the health fair has a budget of around \$8000.00.

There will be a Women and Heart Health seminar held February 16 sponsored by the

Women's Center. Please RSVP to extension 6555.

**Faculty Senate:** Dr. Nelsen reported that the Southern Association of Colleges and Schools (SACS), the national accrediting agency to which UTD is responsible, has announced its proposed site visit dates and the University is beginning to prepare for the SACS visit which will undertake a new format: one that is outcome based. The dates are Spring 2008.

There is a bill pending in the State Legislature that could hurt U.T. Dallas. It is not as expensive to train engineers, nurses and fine arts so funding will decrease. Agriculture is now more expensive. The bill is written by people from Texas A&M University.

Dr. Nelsen thanked all those who contributed to Tsunami aid. Around \$4,000.00 was raised.

**Parking and Security Committee:** Kent reported suspect in sexual assault was apprehended.

The ticket appeals continue.

**Campus Facilities and Oversight:** No meeting

**Safety Committee:** Kent reported that accident reports were discussed.

Safety manual is to be put on line.

The next meeting is February 23.

**Women's Center:** Barbara Gordon reported scholarship guidelines on Gen X funds was being worked on.

In March there will be a writing seminar and a program on eating disorders.

**New Business:** Suggestion 2004-023-S Benevolent Fund (Sympathy Cards)

1. The Benefits Committee recommended to Staff Council the purchase of sympathy cards to be sent in case of death of U.T. Dallas employee or immediate family member.
2. Staff Council Corresponding Secretary will be keeper of cards. It will be the responsibility of the Staff Council representative to notify the corresponding secretary. The corresponding secretary will send a card on behalf of Staff Council to person who suffered loss. The cards will be purchased from state funds.

A motion was made and seconded on the Benefit's Committee recommendation for the purchase of sympathy cards. The motion passed.

A motion was made and seconded the Corresponding Secretary will be the keeper of the cards and send the card when notified by the Staff Council representative. The motion passed.

**Health and Wellness:** A recommendation was made by Wendy Newton on behalf of Wellness Committee for the following:

1. Monthly health tip e-mail from Wendy
2. Quarterly publication of health tip in Sun newsletter

A motion was made and seconded for a monthly health tip e-mail to be sent. Motion passed.

A motion was made and seconded to put a "health tip" in the SUN Newsletter quarterly. Motion passed.

Dr. Hildalgo, a Dentist, will speak at the March 18 brown bag seminar. He will speak on how oral health helps overall health.

**Signs:** A motion was made and seconded for the purchase of ten signs for the CARE awards. The motion passed.

**New Representation Information:** The Suggestion/Procedure chart and information on how to handle a budget request was handed out. Both these items will be in New Representative packets in the future.

**Guidelines:** The proposed changes to guidelines have been approved by U.T. System. However, they were bothered by Lifetime Member and clarified the responsibilities of a lifetime member.

There being no other business, the meeting was adjourned,

Respectfully submitted,

Trudy Muller  
Recording Secretary/Parliamentarian  
February 28, 2005