

## U.T. DALLAS STAFF COUNCIL MEETING MINUTES

April 13, 2005

Green Center Commons

9:00 a.m.

**Members Present:** Jacob Abraham, J. B. Barnes, Donna Bomnskie, Sandy Burdine, Tina, Butterfield, Daniel Calhoun, Deborah Day, Kris Faulk, Lisa Garza, Sandee Goertzen, Barbara Gordon, Gayle Holt, Fatiah Lambert, Carol Lanham, Jacqueline Long, Betty Loy, Kent Mecklenburg, Ramona Metcalf, Sandra Mitchell, Trudy Muller, Alex Nestor, Wendy Newton, Judy Patterson, Rochelle Pena, Cleon Ramey, Margie Robbins, Betty Roth, Mary Ann Routzahn, Kayety Rowlett, Randy Sims, Doug Vass, Volya Wilds-Helm, Nadira Zakhidova and Sandra Zemcik

**Members Absent:** Andy Aquatero, Lee Ann Fitussi, April Gauer, David Maldonado, Kathy Meyer, Keith Stelzenmuller, John Terrell, John Turner

**EX OFFICIO:** Robert Nelsen, Claire Occhipinti

Chair Sandee Goertzen called the meeting to order.

A motion was made and seconded to approve the minutes of March 9, 2005 as amended. The motion passed.

### **Reports:**

**Executive Committee:** Ms. Goertzen reported the Executive Committee met on April 6 and discussed all items on the agenda.

The following member changes have been made: Kayety Rowlett is replacing Donise Pearson in District 7, Jacob Abraham is taking Karen Jarrell's place in District 3 and Paul Bogan's District 3 spot is vacant.

There were forty-one nominations for the CARE Award. The ceremony will be in mid-May.

March 30 was the deadline for suggested names for Banner. No choice has been made yet.

**Strategic Plan:** Ms. Goertzen attended a meeting on behalf of the Staff and it is being chaired by Dr. Nelsen. Ms. Goertzen will be attending the meetings in the future.

Ms. Goertzen was told by Dr. Terry that The University of Texas at Dallas has been asked by Regent Huffhines, Chair of the U.T. System Board of Regents to come up with a proposal to acquire the Bush Presidential Library. Dr. Terry is chairing the committee and a handout was passed out to Staff Council.

**Treasurer's Report:** Gayle Holt reported there is \$2,191.24 in our state fund, \$5,876.00 in the scholarship fund and \$2,892.01 in the designated fund.

**Benefits Committee:** Doug Vass reported his committee continues to discuss the Workmen's Compensation process.

Scholarship information will be handed out and discussed at the next meeting which will be April 15.

**Communications Committee:** Alex Nestor reported articles are in progress and they are to be sent to Lee Ann Fitussi by April 15. The newsletter should be ready for distribution at the next Staff Council meeting on May 11.

The website has been updated with all the latest representative changes.

**Staff Development:** Kent reported the committee met March 17 where the newest member, Judy Patterson, was welcomed.

The dedication plaque is now in the display case.

The A-Z index and guide was discussed. The committee had come up with recommendations from the A-Z directory given to the committee by the IR department. The committee put these recommendations in a report and passed it along to Pat McEachern who is working with the IR department.

Participation in the upcoming Wellness Fair was discussed.

The meeting time for the committee has been changed to 2:15 to accommodate the new members.

**Fundraising Committee:** Rochelle Pena reported twelve more boxes of large cartridges were boxed and a check should be received the end of May

There will be no meeting this month.

**Wellness Committee:** Wendy Newton reported the Wellness Committee met on March 31.

The Wellness Seminar was very successful with twenty-six people attending. Wendy is hoping to have another seminar later on in the year.

Since Zeke Barrera became the new director of Environment Health and Safety, Wendy was concerned about budget promised to the Wellness Committee for the health fair happening on April 18<sup>th</sup> and 19<sup>th</sup>. Jay Reimer in Business Affairs gave written approval to go ahead with the health fair and to use the available money. Volunteer sign-up sheets and flyers for the health fair were passed around. Wendy thanked her committee for their

hard work.

The next meeting of the Wellness Committee is April 28.

**Faculty Senate:** Dr. Nelsen reported that effective this summer mid term grades are now required. The Core Committee on women and minorities have not have not had classified staff on the committee in the past only A&P staff. Now, classified staff can be on the committee.

**Strategic Planning:** Dr. Daniel is committed to getting a program set up as soon as possible and wants reports from each school and departments within the university by June 1. There will be a small group of committee members including Dr. Nelsen, Dr. Wildenthal, who is chairing the committee, Brian Berry, Dr. Pirkul and others that will work through these reports that will become the strategic plan. The Strategic Plan will be ten to twenty pages consisting of bullet point agenda items. Dr. Nelsen listed several items including mixed use of perimeter around UT Dallas, beautification of grounds, infrastructure, housing, living learning centers, and other items. The report will be written over the summer and will then be given to Staff Council, Academic Senate, Student Government and off campus entities like Texas Instruments. By September or October, the plan should be finalized.

A motion was made and seconded that any suggestions for the five-ten year strategic plan be e-mailed to Betty Loy by May 1 who will compile the suggestions and bring them to the May staff council meeting. The motion passed.

**Parking and Security Committee:** No meeting. Appeals continue to be received.

**Campus Facilities and Oversight:** No meeting.

**Safety Committee:** Kent reported Zeke Barrera is now Director of Environment Health and Safety. He started on March 30<sup>th</sup>.

Safety showers have not yet been tested. A new sprinkler system is to be installed in Founders.

There were no student injury reports which may be because they have not been reported yet.

There is concern about campus lighting. The committee is going to request that a physical plant person be on next year's committee.

The escort service by UTD police is underutilized. Kent suggested an article be put in the May newsletter.

**Women's Center:** the Women's Center quarterly meeting is April 25. There was nothing to report.

**New Business:**

**Ad Hoc Election Committee:** Sandra Zemcik reported there were thirty-nine nominees

for seven districts:

District 1	4
District 2	5
District 3	7
District 4	6
District 5	5 (still need 1)
District 6	8
District 7	4 (still need 1)

There are two days left for nominations. Ballots will be mailed out by May 15 and must be returned by May 31.

**Suggestions:**

**Suggestion 2005 – 006 S Mentoring Program:** A motion was made and seconded to send this suggestion to Staff Development. Motion passed.

**Suggestion 2005 – 007 S Plastic Bottle Recycling:** Motion was made and seconded to send the suggestion to Zeke Barrera at Environmental Health and Safety. Motion passed.

**Suggestion 2005-008 S Tuition Benefits:** A motion was made and seconded that Sandee write a response telling the suggestor the flat rate tuition was denied. Motion passed.

**Suggestion 2005-009 S Handicap Parking:** A motion was made and seconded that this is not a Staff Council issued and a response will be sent to the requester. The motion passed.

**Suggestion 2005-010 S Wellness:** The executive committee recommended sending the suggestion back to the suggestor telling him/her to get with their supervisor. A motion was made and seconded to follow the executive committee's suggestion. The motion passed.

There being no other business, the meeting was adjourned,

Respectfully submitted,

Trudy Muller  
Recording Secretary/Parliamentarian  
May 5, 2005