

## U.T. DALLAS STAFF COUNCIL MEETING MINUTES

November 9, 2005

Green Center Commons

9:00 a.m.

**Members Present:** Jacob Abraham, Marilyn Bechtol, Jessica Brown, Tina Butterfield, Sandee Goertzen, Rene Herrera, Gayle Holt, Lynn Hovatter, David Maldonado, Irene Marroquin, Pat McEachern, Sue McInis, Kent Mecklenburg, Kathy Meyer, Trudy Muller, Alex Nestor, Wendy Newton, Judy Patterson, Rochelle Pena, Cleon Ramey, Margie Robbins, Jach Ross, Mary Ann Routzahn, Kayety Rowlett, Randy Sims, Roger Stearns, Doug Vass, Beverly Young, Nadira Zakhidova,

**Members Absent:** Sandy Burdine, Daniel Calhoun, Sarah Hernandez, Richard McMillan, Remona McLain

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

**Visitors:** T. K Armstrong

Chair Sandee Goertzen called the meeting to order.

**Guest Speaker:** Dr. Larry Terry, Interim Vice President for Business Affairs was guest speaker. Among the topics Dr. Terry spoke about was implementation of indoor air quality standards, the purchase of a new 911 system, air handlers in Berkner are being worked on. Fire alarm systems are also being updated. Payroll and Human Resource may move out of their current building.

The response time for physical plant is being worked on. There is a new web based system for tracking work orders which can now be done by e-mail.

A report from the peer review team evaluating physical plant will be made public after it is looked at and discussed with Dr. Daniel's cabinet.

Nightly escorts to cars will be implemented with the hiring of students as escorts. The lighting issue around campus is being worked on. A truck has been purchased to change bulbs.

**Guest Speaker:** Clair Occhipiniti, Assistant Direct of Human Resources spoke about insurance and retirement.

UT System found a very low percentage of people know about voluntary retirement programs. However, because UTD hosts financial educational sessions, most of our employees are aware of our voluntary retirement programs.

Retirement Committee Meeting: The UTD Deferred Compensation program which is replacing the TexasSaver program, has been rolled out to our campus. All

participation in TexasSaver will end by January 2006. UT System is waiting for TRS board approvals.

Claire is on a retiree sub-committee which is part of the Insurance Advisory Committee. If anyone has any suggestions, feel free to submit them to her.

There were few plan changes made last year. UT Touch to be made more secure. The HMO issue is still being looked into.

**Minutes:** A motion was made and seconded to approve the minutes of October 12<sup>th</sup> as amended. The motion passed.

**Reports:**

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

**Membership Changes:** Christina Braxton has left the university. Betty Roth has also left the university. There is no alternate so there will be a vacant slot. Carol Lanham has resigned from District 6. She will be replaced by Cassini Nazir.

Don Davis spoke about permission using the P drive.

**Vice President of Business Affairs Search Committee:** The 6<sup>th</sup> applicant has been interviewed and a decision will be made as to which finalists to bring on campus.

**Recycling Committee:** Schools have been contacted about their recycling programs.

**Part-time position:** Applications have been received for the part-time position for Staff Council and Faculty Senate. Sandee Goertzen and Dr. Robert Nelsen will interview the applicants.

**Staff Council Attendance:** There was no report.

**Treasurer's Report:** Gayle Holt reported there is \$2,807.30 in our state fund, \$1,893.92 in the scholarship account and the designated account has \$4,197.35

**Corresponding Secretary Report:** Alex Nestor reported two sympathy cards were sent out.

**Benefits Committee:** Randy Sims reported the Scholarship applicants have been screened. The committee is looking at the Day Care suggestion.

**Communications Committee:** Lynn Hovatter distributed Newsletters.

**Staff Development:** Pat McEachern reported the October 19 meeting had no quorum.

**Fundraising Committee:** Rochelle reported she had been elected chair. She also told Staff Council cookbooks are for sale for \$10.00. Rochelle thanked departments for bringing cartridges to the Engineering Building. There is a new company the cartridges are being sent to. The new company will give an accounting of what the check is for.

Poinsettia Sales: Posters were given to representatives along with two order forms. An e-mail will be sent with on-line order form. Two hundred have been reserved and 140 need to be sold.

**Wellness Committee:** Wendy Newton reported hearing screenings will be given November 2. The Great American Smoke-out will be November 17. A walking program is being developed.

Eliminating stress at work and home will be discussed at a luncheon on December 6.

Flu shots are tentatively scheduled for Tuesday morning and Thursday morning in the Green Center.

**Faculty Senate:** Dr. Nelsen reported SACS Accreditation is coming. TWU and Eastfield have been placed on probation. Schools have two years to fix problems. After that federal money is taken away.

Professors must be credentialed for every class taught.

There is a delay in the release of the Strategic Plan. UT Dallas is six months behind.

**University Committees:**

**Parking and Security Committee:** Kent reported more purple spots are being looked into for Lot K. Consultants will be brought in for a parking survey.

Appeals continue to be received.

**Campus Facilities and Oversight:** The committee has been reactivated but there was no meeting.

**Safety Committee:** No meeting

**Women's Center:** Judy Patterson reported there will be a meeting in December.

**Suggestions:**

2006-001 Car Pooling: A motion was made and seconded to give this suggestion to the Benefits Committee. The motion passed.

2006-002 Tuition Fee Waiver/Remove Registration Restrictions: A motion was

made and seconded to send a letter to Dr. Daniel. The motion passed.

Old Business: CARE signs need to be given to Sandee.

There being no other business, the meeting was adjourned.

Respectfully submitted,

Trudy Muller  
Recording Secretary/Parliamentarian  
December 9, 2005