

U.T. DALLAS STAFF COUNCIL MEETING MINUTES

January 11, 2006

Green Center Commons

9:00 a.m.

Members Present: Jacob Abraham, Marilyn Bechtol, Jessica Brown, Sandy Burdine, Daniel Calhoun, Sandee Goertzen, Sarah Hernandez, Rene Herrera, Gayle Holt, Lynn Hovatter, Irene Marroquin, Pat McEachern, Remona McLain, Kent Mecklenburg, Kathy Meyer, Trudy Muller, Cassini Nazir, Alex Nestor, Wendy Newton, Judy Patterson, Rochelle Pena, Cleon Ramey, Margie Robbins, Jach Ross, Mary Ann Routzahn, Doug Vass, Beverly Young, Nadira Zakhidova

Members Absent: Raymond Dyson, Sue McInis, Richard McMillan, David Maldonado, Kayety Rowlett, Randy Sims, Roger Stearns,

EX OFFICIO: Claire Occhipinti

Visitors: Cary Delmark, Rafael Martin

Chair Sandee Goertzen called the meeting to order.

Guest Speaker: Cary Delmark, Manager – UTD Web Services

Cary Delmark spoke to us about Luminus which is the gateway to programs. Luminus will facilitate a single sign on with the NET ID password.

HRS, FINS, BIS, SIS is being replaced by Quest which is a three and half year project.

The UTD web page will remain; the internal web page is being developed. Space is being held for Staff Council who will need a person from Staff Council to keep real estate up to date (web page). This person will keep the Staff Council web page updated and will need a monthly commitment. Training for maintenance of the Staff Council blurb will be February 15.

Minutes: A motion was made and seconded to approve the minutes of December 14 as amended. The motion passed.

Reports:

Executive Committee: Ms. Goertzen reported the Executive Committee met on January 4th and discussed all items on the agenda.

Membership Changes: Tina Butterfield from District 6 has left the University and will be replaced by Kathy White. David Maldonado has resigned from Staff Council. Randy Sims has resigned as Chair of the Benefits Committee. Rene Herrera will become the new Chair of the committee.

Alternates: The Executive Committee is recommending in the future the alternates come from the September 1 elections of any given year. Daniel will rewrite guidelines regarding choosing of alternates. A motion was made and seconded to use alternates from the most current election. The motion passed.

Academic Governance/Staff Council Secretary: Hiring process is going on.

VPBA Search: No news yet.

Vice Chair of UNT: Sandee received a staff survey from Tim Christian who is Vice Chair of UNT. UNT is in the process of modifying the survey. The survey was sent to Staff Development for possible implementation.

Staff Council Attendance: Daniel reported he has been in contact with a few representatives.

Treasurer's Report: Gayle Holt reported there is \$2,742.67 in our state fund, \$2,894.00 in the scholarship account and the designated account has \$2,470.00

Corresponding Secretary Report: No report .

Benefits Committee: Rene Herrera reported 3 out of 4 applicants have turned in documentation.

Communications Committee: Lynn Hovatter reported the newsletter will be ready for distribution at the February Staff Council meeting.

Staff Development: Pat McEachern reported the committee met on December 14. The Staff is not taking advantage of benefits available to them. The Committee recommends working with HR in training.

A new employee checklist is being discussed. This checklist would be a one stop shop for AA's and new employees from first week to first month.

Training and Development: Staff Development would like to recommend suggestions for training.

There is also discussion about being able to leave a message from home and/or elsewhere in the event of absence.

Mentoring Program: Still in process.

Fundraising Committee: Rochelle reported the Balloon Bouquets presale will begin in January. She asked Staff Council representatives for their help. Flyers were passed out and bouquet samples were shown. Single balloons will be sold on Valentines Day for \$2.50 and \$3.00.

Cartridges: Rochelle reiterated she needs individuals in each building to deliver cartridges to Engineering. She has forty boxes to send but no money has been received yet. Rochelle is looking into a local recycling company.

Cookbooks are still available for sale at \$10.00.

Wellness Committee: Wendy reported there was no meeting in December.

University Committees:

Parking and Security Committee: Kent reported there was no meeting but appeals continue to be received.

Campus Facilities and Oversight: Kent reported the committee met on December 18. Murray Leaf is Chair of the committee. There is a question about status of campus master plan.

Safety Committee: No meeting. Doug reported the next meeting is January 27.

Women's Center: No meeting.

New Business:

Suggestions:

Suggestion 2006-006 Emptying of Recycle Bins

The bins have been emptied. A motion was made and seconded to reply to this person to please use Staff Council e-mail in the future. Staff Council apologized for un-timely emptying of the bins.

Rafael Martin asked about the possibility of on campus child care.

There being no other business, the meeting was adjourned.

Respectfully submitted,

Trudy Muller
Recording Secretary/Parliamentarian
February 2, 2006