

U.T. DALLAS STAFF COUNCIL MEETING MINUTES

February 8, 2006

TI Auditorium

9:00 a.m.

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

Members Absent: Marilyn Bechtol, Raymond Dyson, Pat McEachern, Sue McInis, Richard McMillan, Remona McLain, Kent Mecklenburg, Cassini Nazir, Randy Sims, Roger Stearns, Kathy White

EX OFFICIO: Claire Occhipinti

Visitors: Jean Boyer, Deborah Day, Margie French, Linda Gary, Bonnie Gordon, Jacqueline Long, Robert Nelsen, Emebet Sahle, Julie Weekly

Chair Sandee Goertzen called the meeting to order.

Guest Speaker: Margie M. French – Vice President for Development

Dr. Daniel divided The Office of Advancement into two areas: Carlos Pena is Director of Public Affairs and Margie’s area is Development.

Margie gave Staff Council an update on her staff and goals that have been set to bring more funding into the University. Some of the goals are listed below:

Increase alumni giving from the current 2.8% to 7% in five years and 11% in 10 years
Major gift giving from \$15 million to \$100 million in 3 ½ years and \$150 million in 5 years

Presentation of Scholarships: Ms Goertzen presented staff scholarships to the following recipients:

Jean Boyer	Geosciences
Jessica Brown	School of Management
Michelle Dunavin	School of General Studies
Julie Evans	Undergraduate Education Advising Office

Margaret Kilbourn took photographs of each recipient.

Minutes: A motion was made and seconded to approve the minutes of January 11th as amended. The motion passed.

Reports:

Executive Committee: Ms. Goertzen reported the Executive Committee met on February 1st and discussed all items on the agenda.

Academic Governance/Staff Council Secretary: Lynn Hovatter has been hired as Staff Council secretary. She will be replaced by an alternate from District 5.

Meeting Location: The Green Commons is being made into office for SACS reaccreditation. We are currently looking for another location for Staff Council meetings. The March meeting will be held in School of Management.

Flu Shots: We are working with Student Health Center regarding flu shots. Beverly Ballard is willing to take over giving the shots. She is able to order direct from the wholesaler and has had no problems in receiving her orders. Staff Council will co-sponsor by manning tables, advertising and Beverly's staff will give the shots.

Coffee with the President: Coffees with the President will be held every other month with the first one being in February with Districts 5 and 2. Ten people will attend each coffee.

Retiree Association: Sandee Goertzen spoke to the Retiree Association on behalf of the Staff Council. Dr. Nelsen spoke for the faculty.

Staff Council Attendance: Daniel reported attendance has been discussed by the Executive Committee and appropriate action was taken by the Staff Council.

Treasurer's Report: Gayle Holt reported there is \$2,627.89 in our state fund, \$440.37 in the scholarship account and the designated account has \$3,511.60

Corresponding Secretary Report: Alex reported that he, Sandee and Lynn had met on Wednesday, February 1 for the first time to discuss the SC membership database project.

Benefits Committee: Rene Herrera reported the committee is looking into the carpool program at UNT. The committee is also working on scholarship time lines.

Communications Committee: Lynn Hovatter reported on distribution of the Sun Newsletter which was distributed at the close of the Staff Council meeting. She also reported the minutes from last month's committee meeting were approved.

Staff Development: Kathy Meyer reported Marilyn Bechtol has resigned as committee secretary. Claire Occhipinti spoke to the committee on training development for staff. Kathy is replacing items in display case. She requested items such as pictures and medals

won by UTD. Frames have also been purchased.

Fundraising Committee: Rochelle reported the Balloon sale will take place on February 14th. Volunteers are still needed in several locations. Thirty-two people participated in the Balloon pre-sale with 35 Balloon Bouquets being sold. Six hundred fifty balloons have been ordered to be sold.

Cartridges: Rochelle reported she has cartridges to be sent.

Cookbooks are still available for sale at \$10.00.

Wellness Committee: Wendy reported the committee is busy designing a walking route for the staff of UTD. Suggestion to place Weightwatchers on campus has been denied.

Faculty Senate: Dr. Nelsen has resigned from the Faculty Senate and has been promoted to Associate Provost.

Dr. Nelsen reported the Investiture of Dr. Daniel will be held on March 29. It is important for students, staff and faculty to attend. A reception will follow.

The Faculty Senate is seriously working on new honors' degrees.

The Strategic Plan is on the UTD website until February 28. Comments are welcome and wanted. The requested Ombudsman will roll into the Diversity Office.

There are three new committees for SACS reaccreditation: Operational Assessment
Academic Assessment
Stealth Committee

University Committees:

Parking and Security Committee: No meeting. Chair of the committee.

Campus Facilities and Oversight Committee: Meeting will be February 17th.

Safety Committee: President Daniel addressed the meeting. He is very interested in Safety.

Women's Center: Meeting will be held in February

New Business:

Suggestions:

Suggestion 2006-007 Free Access to UTD fitness facility

The Executive Committee recommends giving this suggested to Wellness Committee. A motion was made and seconded to give this suggestion to the Wellness Committee. The motion passed.

Suggestion 2006-008 Parking

The Executive Committee recommends sending this suggestion to Parking and Safety Committee. A motion was made and second to send this to the Parking and Safety Committee. The motion passed.

Suggestion 2006-009 Dry-cell Battery Recycling

The Executive Committee recommends sending this suggestion to Dr. Terry. A motion was made and seconded to forward this suggestion to Dr. Terry. The motion passed.

Revised Guidelines:

The proposed guidelines changes all pertain to the addition of a Staff Council Secretary as a regular staff position. This person will assume all the duties of the Corresponding Secretary, Recording Secretary, Parliamentarian, Historian, and Treasurer. There are now only two (2) elected officers for the Staff Council: Chairperson and Vice Chairperson. Article IV outlines the new duties of the Secretary as being a long list of all the eliminated officer positions. This will mean that the Executive Committee will be reduced from nine (9) members to six (6).

Article III, Section B proposes that the Staff Council Secretary is a non-voting member of the Staff Council, unless elected as a Representative. We want to leave the option open for this staff person to be employed as the Staff Council Secretary and also run to serve as a regular member on the Staff Council. In Article III, Section D, we have proposed that the Staff Council Secretary will also serve as the chair of the annual Nominations and Elections Committee.

The proposed changes to the guidelines would take effect September 1, 2006 and need to be approved by UT System.

Since a 2/3 majority of all representatives is needed to approve the change and we didn't have sufficient representatives there, this will be put on the Staff Council agenda for March.

Standing Rules:

A recommendation is being made to appoint alternates from the most recent Staff Council elections.

A motion was made and seconded to amend Rule 15 to read election alternates will be

appointed from the most recent Staff Council elections. The motion passed.

Suggestion 2005-016 Caller ID on UTD Phones

Steve Patton response to this suggestion was that there is no on/off switch. Caller ID is always on. When the TSR form is filled out, there is a field to put your name but if that field is left blank, no name will be entered. However, a name can be added at no cost.

Since a response was received, a motion was made and seconded to close this suggestion. The motion passed by roll call.

There being no other business, the meeting was adjourned.

Respectfully submitted,

Trudy Muller
Recording Secretary/Parliamentarian
March 2, 2006