

U.T. DALLAS STAFF COUNCIL MEETING MINUTES

April 12, 2006

SOM Executive Education Wing

9:00 a.m.

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

Members Absent: Raymond Dyson, Sarah Hernandez, Rene Herrera, Irene Marroquin, Margie Robbins.

EX OFFICIO: Claire Occhipinti

Meeting was called to order by Sandee Goertzen.

Guest Speaker: David Leopard– “How to protect yourself against identity theft”

Mr. Leopard gave very good suggestions in protecting ourselves against identity theft. Some of these suggestions were:

1. Mail everything from post office that contains SSN, credit card numbers or anything that has any kind of identifier.
2. Use gel pens when writing checks.
3. Have reordered checks sent to bank branch for pick up.
4. Don't leave purses in grocery cart.
5. Use criss-cross paper shredder
6. No legitimate bank requests information using e-mail

Minutes: A motion was made and seconded to approve the minutes of March 8th amended. The motion passed.

Reports:

Executive Committee: The Executive Committee met on April 5 to establish the agenda that you have before you today.

Coffee with the President: Districts 3 and 4 coffee was held April 6. The next coffee will be in June for Districts 1 and 7 and District 6 will be in August.

Place to Meet: Staff Council will meet in the SOM Executive Education Wing through August.

CARE Award Nominations: March 31st is the deadline for CARE award nominations.

Change in Fund Numbers: Staff Council now has a local account number that can be used for reception food. Dr. Terry has given us \$500 for this fiscal year and Staff Council will be given an additional \$2000.00 next fiscal year.

Staff Council Attendance: Daniel handed out attendance report.

Treasurer's Report: Gayle Holt reported there is \$2,390.61 in our state fund, \$4,427.73 in the scholarship account and the designated account has \$5,226.05

Corresponding Secretary Report: No report.

Benefits Committee: Jessica Brown reported in Rene's absence. She reported the committee is looking at the UNT carpooling program. The Scholarship applications have been narrowed down and the committee is thinking about writing a letter to UTD administration regarding day care.

Communications Committee: Cassini reported the committee is getting ready for the May edition of the Sun Newsletter. Some of the articles they are looking at is the coffee with the President, campus beautification, recycling update, investiture update, scholarships, wellness tip and new hires.

Staff Development: Pat reported David Gleason spoke to the committee about training. He asked the committee to help him with long range training goals. The committee also discussed the UNT staff survey.

Fundraising Committee: Rochelle reported the committee is still looking for a vendor for toner cartridges. She needs to get a preliminary order in for Poinsettias. An order for 250 will be made.

Wellness Committee: Wendy reported the committee met on March 16 with only two people attending the meeting. The next meeting is schedule for April 20 in the WSTC Building.

Reports from the Coffees: Lynn reported Dr. Daniel is very interested in what the staff thinks and their comments. Responses from both coffees have been positive.

Lynn also mentioned her name and phone extension is listed on the web page as the contact for cartridge pick up.

Faculty Senate: Dr. Simeon Ntafos, the new Speaker for the Senate, reported SACS is in progress. Eighteen committees with 180 people have been set up. He also reported Social Security numbers will be phased out by Fall 2007.

University Committees:

Parking and Security Committee: Kent reported a meeting was scheduled but was not

held. It is now rescheduled for April 17 with discussion on Waterview hangtags and parking lot traffic flow.

Campus Facilities and Oversight Committee: Kent reported the committee is working on the facility web page having a list of helpful people. The building liaisons are listed on the web site now with their phone numbers. The next meeting is scheduled for April 28th.

Safety Committee: Kathy White, Safety Secretary, reported Zeke Barrera is Vice Chair until the end of the fiscal year. Kathy volunteered to be the Staff Council representative to the Safety Committee. Doug Vass also reported building liaisons are being asked to be safety liaisons as well.

Mark Pace has been working on fire alarms on campus. Kathy White reported that campus blue phones are now working. E-mail reporting problems are now going straight to the Safety Office.

Women's Center: No meeting.

New Business:

Election Committee: Lynn is the only person on the committee. She reported nomination petitions were being put in the mail today. She also requested help at a stuffing party at 2:30 today.

Election Budget: Proposed budget is included in the agenda packet. The Executive Committee is recommending approval of budget. A motion was made and seconded to approve the budget.

Suggestion 2006-010 Recycling: The Executive Committee is recommending a letter to the suggester about what the procedure is and that it is now in limbo until the administration decides what to do. A motion was made and seconded to send a letter to the suggester. The motion passed.

There being no other business, the meeting was adjourned.

Respectfully submitted,

Trudy Muller
Recording Secretary/Parliamentarian
May 1, 2006