

APPROVED & OFFICIAL MINUTES

U.T. DALLAS STAFF COUNCIL MEETING MINUTES

August 9, 2006

SOM Executive Education Wing

9:00 a.m.

Members Present: Marilyn Bechtol, Jessica Brown, Daniel Calhoun, Sandee Goertzen, Michael Griego, Lynn Hovatter, Pat McEachern, Sue McInis, Irene Marroquin, Kent Mecklenburg, Trudy Muller, Cassini Nazir, Alex Nestor, Judith Patterson, Cleon Ramey, Cathy Ranta, Margie Robbins, Jach Ross, Mary Ann Routzahn, Randy Sims, Kayety Stringer

Members Absent: Jacob Abraham, Sandy Burdine, Chris Dickson, Raymond Dyson, Rene Herrera, Gayle Holt, Remona McLain, Kathy Meyer, Doug Vass, Kathy White, Beverly Young, Nadira Zakhidova

Guests: Patsy Aguilera, Heather Burge, Dina Caplinger, Mary Felipe, Kim Little, Tricia Losavio, Brenda Mahar, Barbara Seale, Helen Van der Woude, Sandra Zemcik

Meeting called to order by Sandee Goertzen.

Guest Speaker:

Tom Lund, Office of Facilities Construction of UT Austin gave the Staff Council an update on the NSERL Building. The 172,000 square foot building is scheduled for occupancy starting in January 2007.

Minutes: A motion was made and seconded to approve the minutes of July 12 as amended. The motion passed.

Reports:

Executive Committee: The Executive Committee met on August 2 to establish the agenda that you have before you today.

Coffee with the President: The coffee for Districts 1 and 7 is scheduled for August 16. The District 6 coffee will be sometime in September.

Flu Shots: Beverly Ballard of Health Services is working on getting flu shots to be given in November to staff and faculty. Four hundred shots have been ordered. Richardson Regional Medical Center may also be able to get shots.

A thank you note was received from a scholarship recipient and was passed around at the meeting.

VP Research & Economic Development: Dr. Daniel asked Sandee if a staff member could be named to be on the search committee. Dina Caplinger will be our representative and the first meeting is Thursday, August 10.

Retirees Liaison: Sandee received a request that the retirees would like to send a representative to Staff Council meetings as well as the Faculty Senate meetings. Sandee let them know the representative was more than welcome.

Staff Council Committee form: Sandee mentioned the standing committee form should be filled out before the September meeting.

Staff Council Attendance: Daniel reported the attendance report is in the agenda packet.

Treasurer's Report: Gayle was absent but the Treasurer's report as of June 30 is in the agenda packet.

Corresponding Secretary Report: No report.

Secretary's Report: No report.

Benefits Committee: Rene was absent but Jessica Brown reported the committee discussed changing the deadlines for scholarship applications.

Communications Committee: No report

Staff Development: Pat reported the committee worked on letter included in agenda regarding the A-Z Guide.

Fundraising Committee: Rochelle reported she is still waiting on the \$1422 check for cartridges.

Wellness Committee: Wendy reported the next meeting is August 24. The committee is hoping to have the walking plan finalized and approved by the Executive Committee by the end of this fiscal year.

Ad Hoc Committee on Staff Tuition: Alex reported the final survey was reviewed by the Executive Committee and has been put online. Since the end of July 217 employees have participated and the survey will be open until August 31. The presentation will be made at the Staff Council meeting next month and hopefully a meeting will be held with Dr. Daniel and Dr. Wildenthal in late September.

Faculty Senate: No report.

Employee Advisory Council (EAC): Rochelle reported the EAC has done away with standing committees and the council will now be issue oriented.

Presidential Volunteer Awards Program: The Board of Regents has put UT System in

as one unit. All employees log in current volunteer hours and awards will be given. More information will be forthcoming.

Reorganization of Supplemental Retirement: The number of companies providing supplemental retirement programs has been reduced.

University Committees:

Parking and Security Committee: Kent reported the committee did not meet. Kent forwarded the suggestion for free green parking and it will be brought up at the next meeting. Appeals continue to be received.

Campus Facilities and Oversight Committee: Kent reported the committee did not meet.

Safety Committee: No report.

Women's Center: The next meeting is September 11.

New Business:

Scholarship Endowment Fund: Sandee reported she found out that we do not have to wait until we have the \$10,000.00 but can do a pledge that the \$10,000.00 will be raised over a period of time. We will continue to have fundraisers. The Executive Committee is recommending pledging \$8,000 to start the endowment. A motion was made and seconded to establish the endowment with \$8,000.00. The motion passed.

Scholarship Guidelines Change: The Benefits Committee is recommending changing when the transcripts are due since the transcripts may come from schools other than UT Dallas. The dates would be January 20 for the Fall and June 20th for the Spring. The committee also recommends changing the date when the funds would be distributed. A motion was made and seconded to accept changes as recommended. The motion passed.

A to Z Guide on Staff Council Website: Pat reported the Staff Development feels the A-Z Guide is no longer useful and the Committee is recommending the A-Z Guide be removed from the website. A motion was made and seconded to correspond with David Gleason letting him know the A-Z guide has been removed and information about the A-Z Index should be included in the new employee orientation material. The motion passed.

Suggestion 2006-018 Day-Care: The Benefits Committee has been working on the possibility of a daycare center here on campus. Sandee had a discussion with Barbara Gordon who is on the Diversity and Equity Committee and they are also working on it. A motion was made and seconded to send this suggestion to the Benefits Committee. The motion passed.

UT System-wide Insurance Advisory Committee: The representative to this committee is currently Claire. Nominee information was handed out on four nominees. A ballot

election was held and Chris Dickson's name was chosen to be given to Dr. Daniel as our recommended candidate to stand for election on this committee.

Officer Nomination for September Elections: The following were nominated for Chair and Vice Chair.

Chair: Daniel Calhoun
Chris Dickson

Vice Chair: Chris Dickson
Rene Herrera
Santee Goertzen

The election will be held at the September 13 Staff Council meeting.

Certificates were presented to representatives leaving Staff Council. Certificates were also presented to the officers.

There being no other business, the meeting was adjourned.

Respectfully submitted,

Trudy Muller
Recording Secretary/Parliamentarian
September 8, 2006