

APPROVED & OFFICIAL MINUTES

U.T. DALLAS STAFF COUNCIL MEETING

September 13, 2006

SOM Executive Education Wing

9:00 a.m.

Members Present: Jacob Abraham, Marilyn Bechtol, Jessica Brown, Daniel Calhoun, Caroline Crossley, Chris Dickson, Sandee Goertzen, Michael Griego, Gayle Holt, Lynn Hovatter, Kim Little, Tricia Losavio, Brenda Mahar, Sue McInis, Irene Marroquin, Remona McLain, Kent Mecklenburg, Trudy Muller, Cassini Nazir, Paul Oelkrug, Judith Patterson, Cathy Ranta, Jach Ross, Roger Stearns, Kayety Stringer, Helen Van der Woude, Doug Vass, Beverly Young, Sandra Zemcik

Members Absent: Patsy Aguilera, Heather Burge, Dina Caplinger, Raymond Dyson, Mary Felipe, Rene Herrera, Pat McEachern, Mary Spradlin, Nadira Zakhidova

Guests: Nancy Baumann, Srilakshmi Chetlur, David Gleason, Darrelene Rachavong, Larry Wilson

Meeting called to order by Chair Sandee Goertzen.

Guest Speaker:

Dr. Darrelene Rachavong, Vice President for Student Affairs and acting Director of Information Resources, updated the Staff Council about recent changes in the Information Resources (IR) Department. The Technology Customer Service section has been repositioned under the Office of the Executive Vice President and Provost since much of TCS is used and funded by academic departments. The rest of IR, UNIX and Server Support will be under the direction of Jim Gary, the new Assistant Vice President for Information Resources.

UT System has mandated a plan for the sharing of data services by UT-Arlington, UT-Tyler, and UTD. Under the proposed plan, the three components will share a central data center and will be funded equally by each campus, sharing the costs for maintenance, equipment and around-the-clock technical support.

Another joint project of UT-Tyler, UT-Arlington and UTD is the PeopleSoft program that will replace the cancelled Banner project. It is being called the Pilot Project as UT System hopes to incorporate the program into all of System's components. UT System will provide funding for the hardware, training and consulting. With the Banner project, there was very little consulting help. PeopleSoft will provide a lot of consulting and technical help. The first departments to come on board with PeopleSoft will be Admissions, Records Administrations, Student Systems and any other areas that are primarily concerned with student issues. It will not get underway until January at the

Staff Council Meeting
September 13, 2006

earliest, and will not be completed until, at least, the fall semester of 2009. It is all dependent on approval by UT-System. She said she thinks there is a 90% chance that UTD will use PeopleSoft for the business side of the school. That decision will be made later.

Minutes: A motion was made and seconded to approve the Minutes of August 9 as amended. The motion passed.

Election of Chair and Vice Chair: Nominees were Chris Dickson, from District 5, and Kent Mecklenburg, from District 7. Daniel Calhoun withdrew his previous nomination. After campaign speeches from both candidates, votes were cast and counted by Lynn and Nancy Baumann, a visitor at that meeting. Chris won the election and is the new Chair of the Staff Council. Sandee Goertzen and Rene Herrera each withdrew their nomination for the Vice Chair position. Kent Mecklenburg was nominated and elected.

Reports:

Executive Committee:

Sandee passed along to the Staff Council several pieces of news.

- President Daniel asked for a representative for the search committee for the Vice President for Business Affairs position. The Executive Committee recommended, and the Staff Council concurred, three names: Kent Mecklenburg, Pete Bond and Chris Dickson. The committee has not met yet.
- Cynthia Durbin will be the Retiree Association liaison to the Staff Council. Cynthia was elected to the Staff Council for '06-'08 from District 7, but retired at the end of August. There were no alternates for District 7 so we will carry a vacant position.
- Plaques displaying the names of the CARE awardees will be ordered soon. It had been planned to order them in August, but there were not enough funds to cover the cost. The plaques will reside in the Staff Council display case in the foyer on the second floor of the Administration Building.

Sandee attended the Deans and Directors meeting called by Provost Wildenthal and shared these updates:

- It was announced that Amanda Oneacre Rockow will be the new Vice President for Public Affairs, replacing Carlos Pena, who left UTD in the spring. Ms. Rockow has been Vice President of Government Relations at the Greater Dallas Chamber of Commerce.
- An announcement is expected very soon, about whom the new Vice President for Communications will be.
- Recommendations for the new Vice President for Research and Economic Development should be finished by the end of the month and sent to Dr. Daniel for final review. Dina Caplinger is the Staff Council representative

Staff Council Meeting
September 13, 2006

- to that search committee.
- Dr. Wildenthal spoke about the reorganization of Information Resources. Dr. Rachavong explained most of those changes in her talk as guest speaker.
- UTD owns land north of Bush toll road and east of Central Market. The Board of Regents will discuss their interest in the land at their next meeting.
- Dr. Wildenthal said the Natural Science and Engineering Research Laboratory should be ready to begin move-in by February. The Center for Brain Health building is completed enough for move-in to begin soon.
- UTD has contracted Peter Walker and Associates to search for a location for the new Natural Science and Mathematics building.
- The students voted to increase their fees to help pay for a Student Services building. They will vote on a bus shuttle and DART rail passes in 2 weeks. The two measures will go to UT System for approval if they pass.
- Three Deans will be reviewed this fall: Robert Helms, Bert Moore, Larry Sall. Dr. Wildenthal will be reviewed as Executive Vice President and Provost.
- Sheila Pineres has been appointed Vice Provost of Admissions.
- The Waterview Park Apartments have been filled, and there are names on waiting lists. Dr. Daniel is exploring the idea of a traditional dormitory, which will help with the growing freshman population.
- Dr. Abby Kratz is now Assistant Vice President for Student Affairs. She will be taking inventory of building space and property on the campus, which are required for reaccreditation by the Southern Association of Colleges and Schools.

Scholarship Endowment: Dr. Daniel met with Sandee and told her that he would like to give \$12,000 to Staff Council Scholarship Endowment Fund. He said he was impressed with the hard work the Staff Council had done to raise money for staff scholarships. He wants to add the \$12,000 to bring the total amount to start the endowment to \$20,000. Sandee asked for a motion to call for a vote on accepting the money. A motion was made and seconded to accept the generous donation, and the Staff Council voted unanimously to approve.

Staff Council Attendance: Daniel Calhoun provided final attendance report for the 2005-2006 year, and offered to pass the template for the table on to the next Vice Chair.

Treasurer's Report: Gayle Holt gave the following report:

Account #	Balance
525528	\$ 8755.41
316142	79.07

Staff Council Meeting
September 13, 2006

317807	(267.00)

\$ 3,000.00 was awarded in scholarships in 2006 from acct. #525528.

Benefits Committee: They had not met since the last Staff Council meeting.

Communications Committee: Cassini Nazir said his committee met in August to discuss the next SUN newsletter, and decide which article each committee member would write.

Fund-raising: Rochelle Pena reported that the inkjet cartridge recycling brought in \$1,420 for the scholarship fund. She said that more cartridges were coming in and it was time to call the vendor again. Her committee will be selling pansies in November. They will be \$18.00 a flat and will only be available by preorder. She will place orders soon for the holiday Poinsettia sale. She is tentatively planning to order 250.

Rochelle also said she had received \$30 through campus mail that was payment for balloons from the Valentine balloon sale. It had been overlooked in a campus mail envelope. A staff member found it and sent it on to Rochelle.

Staff Development Committee: The Chair of this committee was absent, but Jessica Brown reported that they were continuing to work on the staff survey.

“Coffee with the President” Report: Lynn Hovatter gave a recap of the last “Coffee with the President”, which was August 17 with Districts 1 and 7. She is getting good responses from staff members who would like to attend one of the gatherings. Dr. Daniel is always very informative and welcomes questions and comments. He addressed the parking lot problems by explaining he wanted to wait to make improvements until the landscape architect had some time to gather information and make a presentation. A committee will be formed to help with ideas and suggestions. He hopes to keep the campus looking as green as is possible. The topic of supplementing DART rail passes for UTD employees and students was mentioned. Dr. Daniel told the group that the idea is being researched, but as yet, nothing has been decided. The undying subject of signage on campus was mentioned, and Dr. Daniel answered that the landscape architect would also be contributing ideas on signage that would fit in with the overall redesign of the campus grounds. The next Coffee will be November 2 at 9:00 a.m. with District 6.

Parking and Security Committee: Kent Mecklenburg reported that the Parking committee had not met recently, but they continue to receive appeals on parking tickets. Kent said the appeals were usually very entertaining, although not necessarily legitimate reasons for waiving.

Campus Facilities Committee: Lynn Hovatter is the Staff Council representative for the 06-07 year. The committee has not met yet.

University Safety and Security Committee: Dina Caplinger is that Staff Council

Staff Council Meeting
September 13, 2006

representative for this committee. She was not at the Staff Council meeting, but Sandee said she did not think this committee had met yet.

Women's Center: Judy Patterson said this committee had met and went over the five and ten year goals and plans for the Women's Center. They reviewed the statistics of the attendees at the Center's functions that were open to the UTD staff. The turnout at the events have been good, and helps to encourage continuing events.

Old Business:

Presentation from Ad Hoc Committee on Employee Educational Benefits:

Chris Dickson, the Chair of the Ad Hoc Committee on Employee Educational Benefits, gave the Staff Council the presentation he and his committee had created to take to President Daniel. The PowerPoint program the committee put together contained data they collected over several months time and compared what UTD offers it's employees to other Texas universities, as well as some national colleges. The presentation ran about 40 minutes in length. It is a well researched and thorough work, and was well received by the Staff Council.

A referendum vote was necessary to take the presentation on to the President and the Provost. Chris read aloud the resolutions. A motion was made, and seconded, to vote on the resolutions. A role call vote was taken and the resolutions passed. The Ad Hoc Committee will give their presentation to Dr. Daniel on Thursday, September 28, at 9:00 a.m. in the President's Conference Room.

A motion was made by Daniel Calhoun to extend the Staff Council meeting past the two-hour limit. The motion was seconded and the council members voted to extend the meeting.

Inkjet cartridge collection: Sandee reminded everyone that the inkjet cartridge collection was a Staff Council project to raise money and that each Staff Council member should be helping to collect them and take them to the Engineering building for holding. She wanted to reiterate that Lynn's job was to be an extra help, not the only one working on it.

Retiree liaison: As Sandee reported in the Executive Committee report, the retiree liaison will be Cynthia Durbin.

Suggestion 2006-014 DART Passes: The suggestor asked if the Staff Council would look into the possibility of UTD supplementing the cost of DART rail passes. A letter was sent to Pete Bond, the Associate V.P. for Procurement Management, to get more information. Sandee read the reply from Pete, which said the university was not at this time planning to implement such a plan, but it might possibly be considered in the spring. He wrote that the student body was voting soon on whether they want to increase their fees to help fund rail passes, and that the result of that vote might affect the staff. A motion was made and seconded to send a response to the suggestor with only the information about the student referendum and that it might be considered in the future. A role call vote was taken and the motion passed.

Committee Appointments: Three more staff representatives were needed on the Committee for the Support of Diversity and Equity. The Executive Committee was recommending Cheryl Friesenhahn, Jackie Long, and Alex Nestor to be the representatives.

New Business:

Homecoming and Staff Council participation: Sandee told the Staff Council that Homecoming would be Friday, October 27, at 11:00 a.m. She was not sure what the theme would be this year. In the past, the Staff Council had a float in the Homecoming Parade and won prizes a couple of times, under the creative direction of Kent Mecklenburg. Due to short notice last year, we did not participate. Sandee asked for volunteers to head up a committee to work on a Homecoming float or other representation. Tricia Losavio said she be the Staff Council liaison for Homecoming and would update everyone when she had more information.

SACS WeaveOn: The Staff Council has been directed by Robert Nelsen to participate in a program that is necessary for fulfilling SACS requirements. We are to create three specific goals that we, the Staff Council, are going to work toward; how we plan to accomplish those goals; and provide outcomes and measures to show that we did achieve them. This must be done for 2005-2006 and 2006-2007. The Executive Committee will work on this project.

Campus Enhancement Program: A committee was formed by the Provost to work with the landscape architect, Peter Walker and Associates, to present ideas and help put together plans for the beautification of the campus. Dr. Wildenthal has asked the Staff Council to send three representatives from the staff members to be on the committee. The Executive Committee is recommending Cassini Nazir, Gayle Holt, and Peggy Attari. Their first meeting will be September 22.

Updating Staff Council Website: Cassini Nazir is helping set up a new design for our website to bring it inline with the other organizations on the UTD website. He has a presentation ready for this meeting, but Sandee asked if he could postpone it until next month. He agreed.

Staff Council meeting location: Sandee explained that this year's Staff Council could decide if they wanted to continue meeting in the School of Management Executive Education Conference Room, 1.502. It will be put back on the agenda for next month to give everyone time to think of possibilities.

Suggestions: Sandee began explaining to the representatives how the suggestions were received and then numbered. Lynn keeps the record of suggestions and the actions taken on each. She went on to discuss each suggestion, but a motion was made by Kent that we table the suggestions until the next meeting since this meeting had already gone over the established time limit. The motion was seconded and passed. The suggestions will be on next month's agenda.

Staff Council Meeting
September 13, 2006

There being no other business, the gavel was handed over to the new chair, Chris Dickson, who adjourned the meeting.

Respectfully submitted,

Lynn Hovatter
Staff Council Secretary
October 5, 2006