

Official and Approved Minutes

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U.T. DALLAS STAFF COUNCIL MEETING MINUTES

August 13, 2008

TI Auditorium ESCS 2.102

9:00 a.m.

PRESENT: Jacob Abraham, Patsy Aguilera, Ed Bennett, Kristen Blakley, Lynne Boyer, Laurie Brown, Daniel Calhoun, Corina Cantua, Darlene Coppage, Caroline Crossley, Chris Dickson, Tommi Ivey, Michelle Long, Tricia Losavio, Brenda Mahar, Irene Marroquin-Bellatin, Lin Maute, Roxanne Minnish, Gaby Perkowski, Loreen Phillips, Douglas Shedd, Lori Skillestad

2009-2010

MEMBERS: Tysh Coleman, Erin Dougherty, Chaney Edwards, Arturo Elizondo Jr., Kris Faulk, Colter Fleming, Lisa Garza, James Hubener, Carol Lanham, Randi Mogul, Rena Read, Brenda Seifi,

ABSENT: Metta Alsobrook, James Barnes, Robert Hamilton, Patrice Holt, Tom Lee, Jacqueline Long, Remona McLain, Rebecca Murry, Judith Patterson, Tara Riall, Sandra Sawyer, Holly Shumake, Kathy White

GUESTS: Nina DeLa Rosa, Sandee Goertzen

1. CALL TO ORDER:

President Chris Dickson called the meeting to order.

2. PRESENTATIONS:

i. Jumpstart – Irene Marroquin Bellatin: Ms. Bellatin presented this new program that is being offered this semester. Jumpstart is working toward the day every child in America enters school prepared to succeed. Join today to

- **Inspire children** to develop a love of learning
- Provide **one-to-one** attention to help children **succeed in school** and in life
- Work on a **team of peers** in your community
- Receive 60 hours of **professional training**
- Join a **national network** of over 60 colleges
- Serve as an AmeriCorps member receive an **education award** of up to \$1,250
- **Work-study students** encouraged to apply
- Open to **all majors**

Staff Council Meeting
August 13, 2008

- No prior experience necessary
- Contact Ms. Bellatin or apply online www.jstart.org

Ms. Coppage made a motion to promote the Jumpstart program. Mr. Calhoun seconded the motion. The motion carried.

3. ROLL CALL:

There were thirteen members not in attendance, a quorum was established.

4. APPROVAL OF MINUTES:

Ms. Minnish made a motion to approve the minutes for the July 9th meeting as amended and Ms. Skillestad seconded the motion. The motion carried.

5. COMMITTEE REPORTS:

- Executive Committee: Mr. Dickson reported that the committee met August 6th and everything that was discussed was on the Staff Council agenda.
- Attendance Report: Mr. Calhoun reported that the report was in the packet and has been updated with the most current reports from the committee chairs. If anyone has any corrections or sees an issue, please contacts him to make any amendments.
- Secretary/Treasurer's Report: Ms. Kirkwood-Brown reported on the treasurer report below.

STAFF COUNCIL TREASURER REPORT - July FY08

	EXPENSES	REVENUE	BALANCE
STATE FUNDS - 316142 Operating Account			
Balance July 1, 2008			209.44
	No activity reported for July		0.00
Balance July 31, 2008			209.44
 STATE FUNDS - 316405 Operating Account			
Balance July 1, 2008			3,000.00
	No activity reported for July		0.00
Balance July 31, 2008			3,000.00
 FUND RAISING - 317807			

Staff Council Meeting
August 13, 2008

Balance July 1, 2008		1,078.50
	No activity reported for July	0.00
Balance July 31, 2008		1,078.50
Total fund raising revenue to date		3,705.50
UTD STAFF ENDOWED SCHOLARSHIP - 525521		
Balance July 1, 2008		990.25
	No activity reported for July	0.00
Balance July 31, 2008		990.25
Scholarship Staff Scholarship - 525528		
Balance July 1, 2008		669.93
	17-Jul CRS Printek (recycle program - credit)	(258.00)
Balance July 31, 2008		927.93

Ms. Kirkwood-Brown has updated the total fund raising revenue. She also explained that the negative \$3,705.50 in the scholarship account is actually a positive credit balance.

- d. President's Coffee: Ms. Kirkwood-Brown reported that there was no coffee to report for this month.
- e. Benefits Committee: Ms. White was not in attendance to report.
- i. Sandee Goertzen Member of the Year: Ms. Mahar reported that the committee met on July 25th to finalize the criteria for the award and to choose a winner of the 2008-2009 Award. Mr. Dickson noted that the winner would be announced later in this meeting.
- f. Communications Committee: Ms. Brown reported that the committee met on July 25th to discuss the following:
 - i. Staff Council Brochures – Ms. Brown presented the committee recommendation to order 1000 brochures from the UT Dallas Copy Center Shop at \$7.95 per piece making the total \$795. They will be ready for the new hire orientation August 27th.

Ms. Brown made a motion to order 1000 brochures from the Copy Center. Ms. Aguilera seconded the motion. The motion carried.
- g. Staff Development Committee: Ms. Patterson was not present to report.

Staff Council Meeting
August 13, 2008

- i. E2E Connection: Mr. Dickson reported that Ms. McEachern made a PowerPoint presentation at the Executive Committee meeting and that this is a great mentoring program. A pilot program will run for six months to a select group before it is rolled out campus-wide.
- h. Fund Raising: Ms. Coppage reported that committee met on June 3rd and discussed the following:
 - i. Jail 'n' Bail: Two weeks from today is the event. The goal is to raise \$30,000 to be split between the Staff Council Scholarship and the Bernard Parsons Scholarship. Ms. Boyer is working hard to get donations of food and drinks for the volunteers that are working the event and those that are being arrested. If any of you have any connections to the businesses around campus, there is a letter that can be taken to them that will explain the fundraiser. Any help would be appreciated. The gift cards will be used to purchase things that are not donated. Ms. Losavio, Ms. Aguilera, Ms. Riall and Ms. Boyer have put in a lot of time and effort getting this fundraiser put together. The Development office is working with the committee on the donation process.

Arrest warrants can be issued for anyone on campus or off. Warrants can be completed online and are a \$1.00 a piece. Mr. Dickson will be contacting those that are being nominated for arrest. It is up to the each Staff Council member to get the word out about the event and to make a donation. We can't ask the campus to show their support if we don't support our own fundraisers. As of this meeting, there have only been five arrest warrants purchased.
 - ii. Poinsettias/Begonias: Ms. Coppage has found a new grower for the flower sales. The new grower will charge \$5.95 per plant and this includes the sleeves. They will also deliver large orders with no charge to the Staff Council or the purchaser.
 - ii. Recycle: Mr. Bennett has put in a lot of time and effort to this program. We received another \$189.50 this month for the program. An agreement has been made that Leroy will pick-up cartridges whenever he does his paper recycle runs.
 - iii. The committee's next meeting will be August 14th to finalize the Jail 'n' Bail event.
- i. Wellness Committee: Ms. Minnish reported the committee met on July 29th and discussed the following:
 - i. Corporate Challenge: There have been multiple emails announcing the kick off for the events. John Turner of Facilities Management will be cooking for the kick off ceremonies.

- ii. Campus Wellness: Dr. Jamison has donated 1,500 pedometers to help promote wellness across campus. The mammogram van will be on campus October 29th so let your co-workers know.

Their next meeting will be August 14th.

- j. UT System Employee Advisory Council: Mr. Dickson reported that the meeting was July 31st and August 1st.
 - i. Campus Wellness: Mr. Dickson is asking that each Staff Council member set a goal for themselves to reach over the next six weeks (8/13/08 – 12/1/08) and send their success stories to him by December 1st for the EAC newsletter.
 - ii. ItunesU: This is a new training site that the EAC and UT System are looking at to provide training to employees.
 - iii. Ombudsperson: Mr. Dickson and Ms. Pena are still working on this issue. They both feel that there is a strong need for this position. A peer panel has been discussed to be put in place in the interim. Human Resources will provide the training for volunteers for the peer panel.
 - iv. Compensation: The EAC is looking at salary compensation at all of UT System to see what can be done to make it more uniform across the board. One of the examples is UT Dallas versus UT Tyler. There is about a \$10,000 difference in the pay scale with UT Tyler paying more and they are a smaller campus than UT Dallas.
- k. Faculty Senate: Dr. Leaf was not in attendance to report. Mr. Dickson said that they are still working on the disruptive student issue.
- l. Student Government: Mr. Rosson was not in attendance to report.
- m. Retired Faculty/Staff Association: Ms. Goertzen reported that they were having a luncheon on August 20th and that Chris Parr will be talking about China.
- n. University Committees:
 - i. Parking and Transportation Committee – no meeting to report
 - ii. Campus Facilities Committee – no meeting to report
 - iii. University Safety & Security Committee – no meeting to report
 - iv. Women’s Center – no meeting to report
 - v. Deans and Directors – no meeting to report
 - vi. IR Security, Planning & Policy Committee – no meeting to report
 - vii. Auxiliary Services Advisory Committee – no meeting to report

6. OLD BUSINESS:

- a. Child Care Proposal: Ms. Jacqueline Long was not in attendance to report.

7. NEW BUSINESS:

- a. New Suggestions: No new suggestions were addressed. Mr. Dickson stated that there was a problem with the suggestion box on the website, at this time and for the past few months Ms. Kirkwood-Brown has not been able to access it but it is being worked on. Ms. Michelle Long is helping with the rerouting of the suggestion inbox. Mr. Dickson has requested that in be routed to the Staff Council President, Secretary and possibly the Vice President's inboxes so that the suggestions can be addressed.

- b. VP of Development Search Committee: Ms. Patterson was not present to report but Mr. Dickson stated the search was still underway.

- c. Staff Council President / Vice-President Nominations: Mr. Dickson opened the floor for nominations.

- i. President: Nominations were Darlene Coppage, Tricia Losavio, and Roxanne Minnish and if bylaws allow Chris Dickson.

Ms. Brown made a motion to close the Presidential nominations and Ms. Phillips seconded the motion. The motion carried.

- ii. Vice President: Nominations were Chris Dickson, Michelle Long, and Tricia Losavio.

Mr. Calhoun made a motion to close the Vice Presidential nominations and Ms. Skillestad seconded the motion. The motion carried.

- d. Breakout Session: Mr. Dickson asked that everyone divide out into their districts and discuss issues that they would like to address during the next year.

- i. District 1: How to communicate better
ii. District 2: Physical Maintenance
iii. District 3: Jail 'n' Bail, Kristen Blakley and Colter Felming volunteered to have arrest warrants issued on themselves
iv. District 4: Jail 'n' Bail and the 10th Year Anniversary Celebration of the Activity Center on October 7th. Look for emails announcing both.
v. District 5: Only Mr. Dickson was in attendance
vi. District 6: They got to know each other and discussed benefit issues

Staff Council Meeting
August 13, 2008

- vii. District 7: Different ways to get the Staff Council word out and whom the district representatives are (i.e. stickers saying “I’m your Staff Council Representative”)
- e. Sandee Goertzen Staff Council Member of the Year Award Presentation: Mr. Dickson asked that Ms. Goertzen present the award to the winner as he announced the winner. Mr. Dickson announced that there were several nominations but this year’s recipient is Ms. Darlene Coppage.

8. OTHER BUSINESS

- a. Suggestions/Proposals from the floor: No new suggestions were brought forth at this time.
- b. Other: Mr. Dickson presented certificates to those members whose terms expired August 31st, 2008. Ms. Kirkwood-Brown will get certificates to those whose membership expired but were re-elected for the September meeting.

9. ADJOURNMENT:

Ms. Boyer made a motion to adjourn the meeting and Ms. Ivey seconded the motion. The meeting was adjourned.

Respectfully Submitted

Tonja Kirkwood-Brown
Staff Council
Administrative Assistant