May 10, 2017

1. Roll Call

Present: Jamie Abrams, Thomas Allen, Rebecca Ballard, Caryn Berardi, Paul Bottoni, Michele Brown, Debbie Buckner, Lynn Butler, Joey Campain, Naomi Emmett, Janice Gebhard, Selina Gu Dennis Guten, Andrew Helgeson, Patrice Holt, Kelly Kaar, Angela Marin Charlotte Mason, Jay McAllister, Greg Melton, Liz Muñoz, Alice Presti, Seanne Rackal-Childs, Summer Rangel, Beverly Reed, Pinky Reyes, David Richardson, Brian Scott, Melani Sherbet, Janie Shipman, Rebeka Stafford, Cynthia Seton-Rogers Katie Terry, Chad Thomas, Shelly Turner, Melissa Wyder

Absent: Cheryl Berry, Frankie Branham, Matt Brown, Mark Chavez, Ste’ve’sha Evans, Dominic Kollasch, Bill Lacava, Chris Milazzo, Anh Pho, Julie Rooney, Carrilaine Schneckner, Pam Stanley, and Jazzmyn Wilson

Guests: Sandee Goertzen, Murray Leaf, Colleen Dutton, Marco Mendoza, Dr. Calvin Jamison

1. Call to Order: Meeting called to order by President Naomi Emmett at 9:04 am

2. Guest Speakers:
   a. Colleen Dutton – AVP of Human Resources
      i. Spoke on:
         1. Report given by Marco Mendoza
            a. No updates at this time
            b. Outstanding appraisal notices have been sent out.

3. Review of April 2017 Minutes
   a. Motion to approve the minutes as amended.
      i. Motion made – Melissa Wyder
         1. Motion 2nd – Seanne Rackal-Childs
         a. Minutes approved

4. Committee Reports
   a. Executive Board (Naomi Emmett)
      i. The EAC is meeting in June.
         1. Paula’s term is ending in June
         2. The Executive Board is sending in nominee names.
      ii. CARE Awards
         1. Ceremony was on May 2nd
2. It went well

b. Attendance Report (Melissa Wyder)
   i. Attendance has been good

c. Student Government (JW Van Der Schans and Alex Holcomb)
   i. Current projects
      1. Working on sustaining the organization
         a. Also working on more communication
      2. Furniture
         a. Taking the unused/left behind furniture and making it available for new students to use
      3. Transparency Initiative
         a. Holding a discussion with Administration about the construction. Letting students know where/when it will happen.
         b. Working on a resolution by August

d. Benefits Committee (Chad Thomas)
   i. Currently working on updating the scholarship application
      1. Draft was sent out with the agenda for review.
      2. Clarified the eligibility requirements and the essay portion is now up to 500 words.
      3. Verifying grades for the spring applicants.

e. Communications Committee (Katie Terry)
   i. The Spring Sun newsletter
      1. Waiting on final approval
   ii. Benefits Fair
      1. Will have a table.
      2. Superhero theme is Teenage Mutant Ninja Turtles
   iii. Staff Appreciation
      1. Will be attending and have a table
      2. Will also be displaying the art contest winner.

f. Fundraising Committee (Jazzmyn Wilson)
   i. Report given by Rebeka Stafford
      1. Chipotle giving night
         a. $30 earned from profits
      2. Graduation Bears
         a. Today is the last day for the bear fundraiser
      3. Legends Car Wash
         a. Might be changing the date.

g. **Staff Development Committee** (Lynn Butler)
   i. **Staff Appreciation**
      1. Getting ready for the event
      2. Met with Dr. Jamison and getting pins
      3. If you’d like a table at the Staff Appreciation – contact Andy Helgeson
      4. Tables that are set up by departments should have games, information, and giveaway prizes
         a. Goal is to let people know what each department does/is doing
      5. Chartwells is catering the burgers.
      6. Need volunteers to sign-up for the karaoke
      7. Date: May 19th, 2017
         a. 12:00-2:00pm

h. **Secretary and Treasurer’s Report** (Jamie Abrams)
   i. **Staff Council Operating Account**

<table>
<thead>
<tr>
<th>Frames – CARE Awards 2017</th>
<th>$  -223.08</th>
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<tbody>
<tr>
<td>Ending Balance   Apr 30, 2017</td>
<td>$  3,392.82</td>
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   ii. **Staff Council Fundraising Account**

<table>
<thead>
<tr>
<th>Bears – Graduation Fundraiser</th>
<th>$  -133.70</th>
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<tr>
<td>Ending Balance   Apr 30, 2017</td>
<td>$  5,837.35</td>
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   iii. **Staff Council Endowed Scholarship**

<table>
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<tr>
<td>Ending Balance Apr 30, 2017</td>
<td>$ 1,318.04</td>
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<td>Endowment Market Value (03/28/2017): $ TBD</td>
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   iv. **Jody Nelsen Scholarship**

<table>
<thead>
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<td>Ending Balance Apr 30, 2017</td>
<td>$ 334.15</td>
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<td>Endowment Market Value (03/28/2017): $ TBD</td>
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   v. **Staff Scholarship**

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<tr>
<th>No Activity</th>
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<tbody>
<tr>
<td>Ending Balance Apr 30, 2017</td>
<td>$ 2,927.97</td>
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</table>

   i. **Faculty Senate** (Dr. Murray Leaf)
i. No report made
j. Retiree Association (Sandee Goertzen)
i. Retiree Reception
  1. Had 30 retirees this year
  ii. Trying to keep the retirees involved.
  iii. Might do a table at the Staff Appreciation event

University Committees
a. Parking and Transportation (Dee Lambert and Melissa Wyder)
i. Met and discussed the following:
  i. New prices will be posted.
  ii. Price increases for 2017:

<table>
<thead>
<tr>
<th>Category</th>
<th>Price</th>
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<tbody>
<tr>
<td>Resident</td>
<td>$130</td>
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<tr>
<td>Handicapped</td>
<td>$130</td>
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<tr>
<td>Green</td>
<td>$130</td>
</tr>
<tr>
<td>Gold</td>
<td>$230</td>
</tr>
<tr>
<td>Orange – Evening</td>
<td>$290</td>
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<tr>
<td>Orange</td>
<td>$350</td>
</tr>
<tr>
<td>Purple</td>
<td>$580</td>
</tr>
<tr>
<td>Purple - Reserved</td>
<td>$700</td>
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</table>

  iii. Prices will continue to rise until they reach market value
  iv. **Question: Are they changing any spaces?**
      a. Yes, they always re-stripe the lots. Will occur before the permits are sold.

ii. Comet cabs
   i. Will have GPS locations

iii. Parking Lots
   i. Will be having repairs made

iv. Booster Fuel
   i. Over 1,000 refuels so far to date
      a. They will be providing hanging tags to let good samaritans know that they are left open with a purpose.

v. Electric car parking
   i. Cars parked all day will be ticketed. Meant for charging only, not all day parking space.

vi. DART
   i. Route 883 has added 3 more busses
   ii. Comet card = free pass to ride 883

vii. Zipcar
    i. Now has 17 cars available for use

viii. Deliveries to campus
Maps can now be provided to specific buildings

Parking garage

Overnight parking is NOT allowed except in extreme weather conditions (such as hail).

Campus Facilities (Patrice Holt)

- No reports made

University Safety and Security (Chad Thomas)

- No reports made

Women’s Center (Jane Shipman, and Becky Wiser)

- No reports made

Planning, and Policy (Dennis Guten)

- No reports made

Auxiliary Services Advisory (David Richardson)

- No reports made

HOP Committee (Naomi Emmett)

- No reports made

Student Fee Advisory Committee (David Richardson and Jazzmyn Wilson)

- No reports made

Committee for Support of Diversity and Equity (Letitia Andrews, Yolande Evans, Jane Shipman, Carrilaine Schneckner, Daniel Hernandez, Jazzmyn Wilson, and Selina Gu)

- No reports made

Intellectual Property Advisory Committee (Jay Silber)

- No reports made

Academic Calendar Committee (Megan Gray and Sheila Rollerson)

- No reports made

Information Security Advisory Committee (Chris Milazzo)

- No reports made

University Sustainability Committee (Craig Lewis)

- No reports made

Wellness Committee (Pinky Reyes, Georgetta Oliver, Taylor Tran)

- Met yesterday.
  - Pinky will be Chair of the Wellness Committee until August
  - Meeting on every 2nd Tuesday of the month
  - Currently revising the bylaws for the committee

Lunch and Learn

- International Travel Wellness
  - May 19 from 12:00 p.m. - 1:00 p.m.
  - Student Union Faculty and Staff Dining Room

- What Are You Hungry For? A Mindful Eating Exercise
  - May 25, 2017
  - 12:00 p.m. - 1:00 p.m.
c. Galaxy Rooms A & B

iii. Brain Health
   a. May 31, 2017
   b. 12:00 p.m. - 1:00 p.m.
   c. Galaxy Rooms A & B

iii. Benefits and Wellness Fair
   i. July 17th 2017

iv. Booster Fuel
   i. Would also like a table at Staff Appreciation

5. Continuing Business
   a. Proposals
      i. 2014-004p: Executive Board is looking into an ombudsman for employees
         1. In process
      ii. 2017-002p: Centralized room reservation process. (Staff Development)
          1. In process
      iii. 2017-006p: Paper towel dispensers/Letter to facilities (Benefits)
          1. In process
      iv. 2017-008p: Art contests for Staff/Faculty (Communications)
          1. In process. Want to see if art contest is successful.

b. New Suggestions
   b. 2017-012s: I wish there was some way that we could offer surplus office supplies to all departments on campus. We have a bunch of perfectly good hanging folders that we don’t need. It seems wasteful to just send them to Surplus.
      i. Emails can be sent out for surplus office supplies. Surplus takes things like electronics and office furniture.
         1. Motion to reject by Melissa Wyder
         2. 2nd by Rebecca Ballard

c. 2017-013s: Please announce that registrations for the OIT Innovation & Technology Summit are open for faculty and staff. Find more information and register for free at http://www.utdallas.edu/oit/innovation-technology-summit/
   Thank you.
   i. Not a suggestion. Please take this info back to your departments
      1. Motion to reject by Melissa Wyder
      2. 2nd by Paul Bottoni

d. 2017-014s: According to the HR website (http://www.utdallas.edu/hr/compensation/classified/) staff at the library should be getting paid more for their experience level. Why is the library not paying their
staff according to the HR pay scale? Everyone who is a Library Assistant III is getting paid at the lowest level no matter how much experience they have. When I go through the chain of command the only reason that is given is that it is not in the budget, but if we do not have the budget why does the HR website have a pay scale saying we should be getting paid at a higher level.

i. Per Marco Mendoza – They are just guidelines and are decided by the specific departments.
   1. Motion to reject by Melissa Wyder
   2. 2nd by Michele Brown
   3. Katie Terry will add the info to the Flare to help get the word out.

e. **2017-015s:** Would you all be amenable to having the staff council general meeting streamed on facebook live for staff members who would like to attend, but cannot physically be away from their offices for a couple hours?
   i. Streaming is not an option due to technical difficulty. We are recording the meetings and will be posting them as soon as we can.
      1. Motion to reject by Melissa Wyder
      2. 2nd by Seanne Rackal-Childs

6. **Old Business**
   a. N/A

7. **New Business**
   a. Regarding numbering of suggestions
      i. Per Sandee Goertzen – Suggests an Ad Hoc Committee to discuss how to handle comments VS suggestions.
   b. Staff Council Elections
      i. Information will be sent out
   c. Sandee Goertzen Award
      i. Nominations will be sent out
   d. Coffee with the President
      i. Coming up on June 1st
   e. Upcoming Speakers
      i. Would like to have Cris Aquino or Amanda Rockow come speak

8. **Reminders**
   a. Staff Council Scholarships
      i. Deadline: September 15, 2017
   b. CARE Awards
      i. Next Deadline: October 31, 2017

9. **Misc**

10. **Upcoming Guest Speakers:**
    b. July: TBD

11. **Adjournment**
a. Motion to Adjourn
b. Meeting Adjourned at: 10:57am

Respectfully submitted,
Jamie Abrams
Staff Council Secretary/Treasurer
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<tr>
<th>STAFF COUNCIL OPERATING ACCOUNT – 10037002</th>
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<tbody>
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<tr>
<td>CARE Award Clocks &amp; S+H – Spring 2017</td>
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<tr>
<td>Best Buy – Staff Council video camera, bag, and SD micro</td>
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<tr>
<td>Ending Balance</td>
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<td>Revenue – Print Cartridge Recycling</td>
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<tr>
<td>Revenue – Graduation Bears</td>
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<td>Ending Balance</td>
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<td>Quarterly Distribution</td>
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<td>Endowment Market Value ( 04/30/2017):</td>
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