1. Roll Call

**Present:** Jamie Abrams, Thomas Allen, Rebecca Ballard, Frankie Branham, Matt Brown, Michele Brown, Debbie Buckner, Lynn Butler, Joey Campain, Naomi Emmett, Ste’ve’sha Evans, Janice Gebhard, Selina Gu, Dennis Guten, Andrew Helgeson, Patrice Holt, Kelly Kaar, Jay McAllister, Greg Melton, Chris Milazzo, Liz Muñoz, Anh Pho, Alice Presti, Summer Rangel, Beverly Reed, David Richardson, Julie Rooney, Brian Scott, Pam Stanley, Cynthia Seton-Rogers, Katie Terry Chad Thomas, Shelly Turner, Jazzmyn Wilson, Melissa Wyder

**Absent:** Caryn Berardi Cheryl Berry, Paul Bottoni, Mark Chavez, Dominic Kollasch, Bill Lacava, Angela Marin, Charlotte Mason, Seanne Rackal-Childs, Pinky Reyes, Carrilaine Schneckner, Melani Sherbet, Janie Shipman, Rebeka Stafford

**Guests:** Sandee Goertzen, Murray Leaf, Colleen Dutton, Marco Mendoza, Evan Paret, Thea Junt

1. Call to Order: Meeting called to order by President Naomi Emmett at 9:02 am

2. Guest Speakers:
   a. **Evan Paret and Thea Junt** - Office of Sustainability
      i. Spoke on:
         a. Sustainable development goals
            i. PS1 is a zero net energy installation and has solar panels installed.
            ii. Green buildings on campus include: SSB, BSB, SOM Addition, ATEC, RHW, DHW, and RCW
            iii. We have monarch waystations as well as beehives on campus. Placed near each other.
         iv. Community Garden is located by Phase 1 Housing
         v. UTD rated Bronze under AASHE
• April 16-20, 2018 (so we’ve got time!)
• Big Event is Earth Fair
• Other student focused earthy activities
• Partnerships with Students Affairs, Dining, hopefully Office of Research...and any one else who might be interested...
b. Earth Week on campus
   i. April 16-20th

c. Question: Is there a list of resources for offices on campus?
   i. Search for ‘eco-friendly’ options when shopping for supplies.

![Monarch Waystations](image)

0. Monarch Butterflies Overwintering in Mexico

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This year’s population of Monarch butterflies in Mexico is expected to be between 115 and 217 million, compared to a 5-year average of 168 million.

d. Question: Does the Office of Sustainability sell monarch-friendly plants?
   i. Haven’t done so yet, but we have harvested seeds from the plants.

e. Question: Do you expect the bee project to expand or to sell the honey produced?
   i. No, it is a class project and not ethical to sell the honey that is produced. It is a class only available for upper level biology students.

a. Colleen Dutton – AVP of Human Resources
   i. Spoke on:
      1. Benefits
         a. Be sure to check that your benefits are correct on Sept 1 paycheck.
1. Deadline for error correction: October 31st

2. Dean of Undergraduates
   a. Compiling the results of the search

3. Provost Search
   a. Meeting next month

4. Dean of Engineering
   a. Meeting in September/October

3. Review of June and July 2017 Minutes
   a. June minutes.
      i. Motion to accept made by: Jazzmyn Wilson
         1. 2nd by: Julie Rooney
            a. Passed

   b. July Minutes
      i. Motion to accept made by: Melissa Wyder
         1. 2nd by: Debbie Buckner
            a. Passed

4. Committee Reports
   a. Executive Board (Naomi Emmett)
      i. No new updates at this time.

   b. Attendance Report (Melissa Wyder)
      i. Attendance is great

   c. Student Government (JW Van Der Schans and Alex Holcomb)
      i. Transparency and Communication
         1. Working on livestreaming meetings to Facebook
      ii. Committees
         1. Increasing accountability when it comes to Committees. If students do not attend the meetings, please contact JW.
         iii. Garage Sale
            1. August 19-20
            2. Will be holding a garage sale, selling preowned furniture from other students to those that need it. Near Phase 7 apartments.
      iv. Love Jack
         1. Trying to relocate it from the ATEC courtyard to a more visible space. Possibly by the Activity Center.

   d. Benefits Committee (Chad Thomas)
      i. A link to the new scholarship forms had been sent out to previous winners.
e. **Communications Committee** (Katie Terry)
   i. **Art Contest**
      1. Will be continuing. Taking suggestions for next year’s contest.

f. **Fundraising Committee** (Jazzmyn Wilson)
   i. Nothing to report
      1. Have submitted a date for next year’s car wash.

g. **Staff Development Committee** (Lynn Butler)
   i. Discussed room reservation issue at the event seminar.
      1. Per Rebeka Stafford – Writing a proposal for a more centralized room reservation process. Astra has the ability for multiple room approvers and custom notices.
      2. Per Melissa Wyder – What is the challenge with this proposal?
         a. Per Rebeka Stafford – Getting buy-in from higher levels.
      3. Per Naomi Emmett - What has Jennifer McDowell done so far?
         a. Per Rebeka Stafford – Has talked to several people on campus about this proposal, but a budget is needed.
         b. Per Naomi Emmett - What is the price tag?
         c. Per Rebeka Stafford – Same as Cloud and Astra
            i. Per Naomi Emmett- Any closer to a report to give to Dr. Benson?
               1. Per Rebeka Stafford – A report was given to Jennifer, she would like a different one. Currently working on draft #2. Will ask Jennifer about sending it to the Executive Committee.

      4. Per Rebeka Stafford – Cannot pull room usage from Outlook, but can do so from EMS.

h. **Secretary and Treasurer’s Report** (Jamie Abrams)
   i. Scholarships will have a distribution coming in.
      1. Per Naomi Emmett - Would like to discuss Staff Appreciation funding with Dr. Benson.
   ii. **Staff Council Operating Account**

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<th><strong>Ending Balance</strong></th>
<th><strong>July 31, 2017</strong></th>
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<tr>
<td>$3,815.52</td>
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   iii. **Staff Council Fundraising Account**

   | No Activity |
iv. Staff Council Endowed Scholarship

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v. Jody Nelsen Scholarship

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vi. Staff Scholarship

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<td><strong>Ending Balance July 31, 2017</strong></td>
<td>$ 2,927.97</td>
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i. Faculty Senate (Dr. Murray Leaf)
   i. Report given by Sandee Goertzen
      1. Appointment letters for the committees are going out.

j. Retiree Association (Sandee Goertzen)
   i. Meeting in September
   ii. Had a table at the benefits fair.
      1. Talked to about 250 people.

University Committees
a. Parking and Transportation (Dee Lambert and Melissa Wyder)
   i. Will be meeting next month
b. Campus Facilities (Patrice Holt)
   i. No reports made
b. University Safety and Security (Chad Thomas)
   i. Lots of discussion and feedback.
c. Women’s Center (Jane Shipman, and Becky Wiser)
   i. No reports made
d. Planning, and Policy (Dennis Guten)
   i. No reports made
e. Auxiliary Services Advisory (David Richardson)
   i. No reports made
f. HOP Committee (Naomi Emmett)
   i. Hop Committee
g. Student Fee Advisory Committee (David Richardson and Jazzmyn Wilson)
i. No reports made

h. Committee for Support of Diversity and Equity (Letitia Andrews, Yolande Evans, Jane Shipman, Carrilaine Schneckner, Daniel Hernandez, Jazzmyn Wilson, and Selina Gu)
   i. No report made

i. Intellectual Property Advisory Committee (Jay Silber)
   i. No report made

j. Academic Calendar Committee (Megan Gray and Sheila Rollerson)
   i. Met in February, and finalized the 2018 calendar. Currently working on 2019.
      i. **Question: Is there any movement to align breaks with schools, for parents?**
         a. Students’ requests have been taken into account. Schools are on different schedules and don’t publish them quickly. There is a shorter space in Fall.

k. Information Security Advisory Committee (Chris Milazzo)
   i. No reports made

l. University Sustainability Committee (Craig Lewis)
   i. No reports made

m. Wellness Committee (Pinky Reyes, Georgetta Oliver, Taylor Tran)
   i. Report given by Frankie Branham
      i. Lunch and Learn
         a. Looking for Wellness Ambassadors and volunteers
         ii. Meet once a month
         iii. Currently upgrading the website and working on visibility.

6. 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, being handled by Jennifer McDowell.
      iii. **2017-006p:** Paper towel dispensers/Letter to facilities (Benefits)
         1. Revised letter will be sent to Staff Council before sending to President Benson
      iv. **2017-008p:** Art contests for Staff/Faculty (Communications)
         1. Roll call vote to remove
            a. Unanimous ‘Yay’ votes
            b. Proposal closed - Removed
b. New Suggestions
i. **2017-21s:** There is a huge disparity of pay range on this (UTD) campus, based on job duties and/or per job title. Previously this was supposed to have been discussed and salaries were going to be adjusted up based on experience, work product, and equality among/across the same job functions. UTD has Associate/Assistant Directors that make 70k, and some that make 45K. We have Academic Advisors making upwards of 48k, and others making 34K for the same work. Also, there is a lack of job promotion internal to individual departments, depending on whom you work for, campus wide. Loyal employees who become experts in their field remain at the base pay they were hired (at), and are not promoted upwards, and the small % we may get early does not equalize that for anyone.

   1. Per Colleen – There are a lot of factors. Each department/school has different budgets to work with. HR looks at averages, experience, and backgrounds. It takes time to review all these things.
      a. Motion to reject made by: Katie Terry
      b. Motion 2nd by: Melissa Wyder
         i. Rejected

ii. **2017-22s:** My suggestion that I sincerely hope someone takes seriously has to do with parking for staff. There are certain employees with salaries that do not make ends meet, and when paying for parking comes around each year, it’s a bigger deal to these employees than to others. I have 2 suggestions: 1 - Since residents at UTD have designated parking areas, so should employees. Employee parking should be discounted because of our obligation to be on campus. 2 - Have a salary-based price for employees. Employees that are making between $25,000 and $30,000 a year especially need a discount by at least half. Again, I sincerely hope something can be done about this. I was a student here, and am now an employee, and paying for parking every year while my salary doesn’t allow me to make ends meet is a struggle. $140 is a good chunk of my monthly paycheck. I know P&T probably gets a lot of complaints like this, but since hearing that parking is $140 this year, something needs to happen.

   1. Per Melissa Wyder: Forwarded to Cris Aquino for discussion. He said no. Motion to reject.
      a. Motion 2nd by: Cynthia Seton-Rogers
         i. Rejected but will be discussed with Cris further at the next meeting.

7. Old Business
8. **New Business**
   a. Coffee with the President and CARE Awards
      i. Per Naomi Emmett – Will be meeting with Kim to discuss. Still in process.
   b. Corporate Challenge
      i. Opening Ceremony and Great Walk
      ii. August 11, 2017 from 5:30 to 7:00 p.m. at Galatyn Plaza
         1. Corporate Challenge raffle tickets are now available for $5. All donations benefit Special Olympics Texas. Purchase tickets at the Office of Administration (AD 2.410), or call 972.883.2213 for more information.

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

10. **Misc**

11. **Upcoming Guest Speakers:**
    a. September: Cris Aquino

12. **Adjournment**
    a. Motion to Adjourn
    b. Meeting Adjourned at: 10:47am

Respectfully submitted,
Jamie Abrams
Staff Council Secretary/Treasurer
## STAFF COUNCIL OPERATING ACCOUNT – 10037002

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<td>Staff Council Sticky Notes – Proforma</td>
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<td>Sandee Goertzen Award – Impressions Marketing</td>
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<td>Sandee Goertzen Award – Parking Permit</td>
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## STAFF COUNCIL FUNDRAISING – 10035003

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## STAFF COUNCIL ENDOWED SCHOLARSHIP – 10051017

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## JODY NELSEN SCHOLARSHIP – 10051018

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## STAFF SCHOLARSHIP – 10050010

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