1. **Roll Call**
   **Present:** Jamie (Pax) Abrams, Bryan Black, Maggie Bradford, Frankie Branham, Matt Brown, Michele Brown, Debbie Buckner, Naomi Emmett, Shahrukh Farooq, Janice Gebhard, Anthony Galvan, Debbie Greszler, Dennis Guten, Andrew Helgeson, Amanda Hodges, Brooke Hudspeth, Mara Jackson, Jennifer Klunk, Anna LeBlanc, Evan Paret, Laura Payne, Lynne Perler, Alice Presti, Sadhona Pulukuri, Beverly Reed, Pinky Reyes, Deja Rollins, Helen Roth, Jackie Schmitz, William Shaffer, Gaurav Shekhar, Melani Sherbet, Sylvia Smiley, Elise Smith, Renee Stone, Hieu (Heather) Ton, Vy Trang, Shelly Turner, Melissa Wyder

   **Absent:** Richard Innis, Charlotte Mason, Cynthia Seton-Rogers, Adrienne Wilson

   **Guests:** Sandee Goertzen, Dr. Ravi Prakash, Dr. Richard Scotch, Eric Chen, Carla Ramazan, Chief Larry Zacharias, Tina Sharpling, Adam Cantwell, Illyce Murray

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

2. **Guest Speaker:** Chief Larry Zacharias
   i. **Spoke on:**
      1. Police Department Overview

![Comparative Data - Patrol & Lost and Found](image-url)
### Comparative Data – Events & Crime Prevention

<table>
<thead>
<tr>
<th>2013</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Events Worked</td>
<td>85</td>
</tr>
<tr>
<td>Event Hours</td>
<td>859</td>
</tr>
<tr>
<td>Crooked Comet Cards</td>
<td>849</td>
</tr>
</tbody>
</table>

### Comparative Data – Public Safety Officers

<table>
<thead>
<tr>
<th>2013</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Escorts</td>
<td>439</td>
</tr>
<tr>
<td>Fire Calls</td>
<td>179</td>
</tr>
<tr>
<td>Special Requests, Unlocks</td>
<td>2323</td>
</tr>
<tr>
<td>Motorists Assists</td>
<td>846</td>
</tr>
</tbody>
</table>
## Motor Vehicle Accidents

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reported</td>
<td>177</td>
<td>198</td>
</tr>
<tr>
<td>Enrollment</td>
<td>21,193</td>
<td>27,642</td>
</tr>
<tr>
<td>Parking Permits</td>
<td>22,385</td>
<td>25,850</td>
</tr>
</tbody>
</table>

## Comparative Data - Personnel

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>Current - 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Positions</td>
<td>66</td>
<td>87</td>
</tr>
<tr>
<td>Police Officers</td>
<td>26</td>
<td>34</td>
</tr>
<tr>
<td>Public Safety Officers</td>
<td>23</td>
<td>31</td>
</tr>
<tr>
<td>Dispatch</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td>Other Civilian</td>
<td>7</td>
<td>12</td>
</tr>
<tr>
<td>Formal Personnel Complaints</td>
<td>16</td>
<td>4</td>
</tr>
</tbody>
</table>
Accomplishments - Personnel

- 2 Dispatchers awarded Police Commendations
  - 8 Employees received Promotions
- 3 Employees named System Officer of the Month
- All but 3 officers are now Certified Mental Health Peace Officers
- 1 Cadet awarded Top Gun NCTCOG Police Academy
  - 6 Personnel Certified as Bicycle Officers
  - 4 Officers awarded Life Saving Awards
Accomplishments - Equipment

- Deployed TASERS to all Patrol Personnel
- Migrated to the Richardson Radio System
- Implementation of Body Cameras for all Patrol Personnel
- New Radio Dispatch Consoles offer full Interoperability
  - Installation of NexGen 911 – Digital
- 2018 to receive ballistic vests for all officers via State Grant

Accomplishments - General

- Awarded Recognition 6 years running for National Night Out Program
  - Received the Pace Setter Award from UT System Police
  - Named 23rd Safest Campus in the U.S. #1 in Texas
  - 2013 Joint Full Scale Active Shooter Exercise
- Moved from 8 hour patrol shifts to 10 hour increasing overlapping coverage
  - Successful implementation of Campus Carry
  - Accepted Application for IACLEA Accreditation
- Accepted Application for Texas Police Chiefs Association Accreditation
Strategic Goals

- Continue efforts to hire and retain qualified employees
- Pursue 100% officers trained as Mental Health Officers
- Enhance ongoing training – Operations Training Officer
  - Migration to new CAD and RMS
- Continue with placement of CCTV in parking lots and garages
  - CCTV in primary pedestrian mall areas
- Continue developing partnerships throughout the University to enhance Community Policing efforts
  - New Police Facility

Active Shooter Response Training

Corporal Somer Fernandez
Ext. 2592
Somer.Fernandez@utdallas.edu
What is UEMR?

- Students licensed at Emergency Medical Technicians that provide emergency medical care and basic life support on campus to students, faculty, staff, and visitors.
  - Including CPR, basic non-invasive life support such as respiratory assistance and injury splinting
  - Blood glucose testing and administering Epinephrine
- Started in August 2017 working university events, i.e. move in, Weeks of Welcome, Commencement
- January 2018 - 911 medical calls, 2:00 p.m. - 11:00 p.m.
- September 2018 - 24/5 medical response
- October 13 - 24/7 medical response
What is UEMR?

- Approximately 30 students are enrolled
- Self funded
- 2 emergency response carts
- Written agreements with the University, Richardson Fire Department, Biotel/Dallas County Emergency Medical Director
- Two offices in Green Hall for standby and sleeping facilities.
- Reduce medical response time by approximately 5 minutes!!
- Reducing ambulance responses in general.
- First student emergency medical response group in UT System!!

What is UEMR?

- Meet all UT Dallas Compliance Standards
- Meet all HIPPA standards
  - Trained in patient confidentiality
  - Training in working with minor aged patients
- Strict uniform and grooming requirements
- Strict response requirements (no off-duty responses)
- Established Patient Care Reports filed on-line with UPD Records
- Sponsored by UT Dallas Police Department
How Does UEMR Respond to Calls

- Equipped with three portable radios that have the UTDPD channels and the Fire response channels used by RFD for campus response
- Direct radio communication with police and fire
- First notification via Active 911 App.
- Dispatched by University Police dispatch upon notification by RFD 911
- Direct dispatch my University Police when the caller doesn’t use 911
  - UEMR evaluates, stabilizes, and determines additional medical needs, i.e. ambulance or transport to Student Health Center

SEPTEMBER 2018
MONTHLY REPORT

University Emergency Medical Response
CALL STATISTICS

TOTAL NUMBER OF CALLS: 37

CALL TYPE

CALL DEMOGRAPHICS

TOTAL NUMBER OF CALLS PER DAY

TOTAL NUMBER OF CALLS PER SHIFT
CALL STATISTICS

CALL DISPOSITION

METHOD OF DISPATCH

DISTRIBUTION MAP
EVENT STATISTICS

EVENT HOURS: 21

SEPTEMBER EVENTS:
• Comet Day
• Center for Translation Studies: 40 Year Celebration
• Oozeball Tournament

EDUCATION STATISTICS

EDUCATION HOURS: 18
NUMBER OF STUDENTS TAUGHT: 30
3. Questions?
   a. It says the University is concerned about liability, but they are already actively working on the University now, so the liability is really already there....
      i. We have the Good Samaritan Law, so they are protected anyway. The liability concern came from OGC. Would like to transition them (UEMR) as a fully sponsored entity from the Police Department.
   b. Are they on the State Employee payroll?
      i. Unsure
         1. There are only 2 that are registered: Callier and Academic Bridge. They would have to go through the application process to qualify.
   c. Two questions: First, they are located at Green Hall; would they be looking to branch out to other locations; or having an office in Housing? Most first-year students live toward the north side of campus.
      i. Secondly: In regards to the students doing ride-alongs with the EMTs? Is there concern for their mental well-being? EMTs see a massive amount of burnout and stress from trauma they witness.
         1. That is part of their training. They have not seen a lot of trauma like that on campus. Some broken bones and such, but car crashes and the like have not been on campus. We would like to move them into a 2-bedroom apartment. They have an administration office in the Admin building, and storage in a Police outbuilding.
   d. Being that they are students, do you have a recruiting plan for when they graduate/leave?
i. We do, and it is the only Student Organization that I talk about at Freshmen Orientation. El Centro is doing an EMT class on our campus to help.

e. You mentioned that this is self-funded for/by students. If someone would like to make a donation, how could they do that?
   i. Contact me (Chief Zacharias) and I can tell you how.
   ii. There is an annual fee that we pay with Biotell.

f. How much do the certifications cost?
   i. Unsure on that.

g. Per Pinky Reyes: I did see them in action. Was not sure who/what they were. Someone hit her head and four people in black were there to assist. Good response time.
   i. I’ve done a few presentations, and there have been articles in the Mercury and Intercom. All the blue phones have stickers on them for getting medical help.

h. Is their information posted on the Campus PD website?
   i. We need to enhance that.

i. Regarding safety and security? A lot of apartment renters are not locking their doors! That is very risky.
   i. Yes, we talk to them about that.

4. Guest Speakers: Tina Sharpling and Adam Cantwell
   i. Spoke on:
      1. Peoplesoft Updates
         a. For Spring 2019
         b. Upgrading Gemini, HR, and Finance.
         c. Slight change in look and feel, with further updates later.
            1. Timesheet Changes
               1. Tabs have been added, and some things have changed location.
               2. Everything is now in a grid.
               3. Submit button is now in the center.
               4. Exceptions will show on reported status under the exception tab.

      2. When does this start?
         a. February/March

      3. What changes have you been working on?
         a. Similar to a Fluid timesheet. Not a 1-page timesheet.

5. Guest Speaker: Illyce Murray
   i. Spoke on:
      1. HR Food Drive
         a. HR will be accepting donations for the Comet Cupboard during the month of November. Collecting: cereal, peanut butter, and jelly; as well as other items.
1. **Is this in conjunction with the one that the Student Services does?**
   1. This is a separate food drive.

2. **HR Verification Process**
   a. New tool to use.
   b. This is to shorten response times and to cover when the University is on break, to get a quicker response time from lenders. We have contracted with Equifax.
   c. **The Worknumber**
      1. An online tool that allows to search on a secure site for the information lenders need.
      2. The information provided is ONLY job information, and nothing else. Job title, start date, and pay.
      3. Information needs to be known to even perform a search, in addition to information that only you would provide.
   d. **Salary information**
      1. Only provided with the use of a key code.
      2. Provided only to the lender.
      3. One-time use key.
   e. **Information on providing a key will be started around December.**

3. **Questions**
   a. **By one-use, is it an active time period, or once it is used?**
      1. Once they use it, it can only be accessed for a set time period.
   b. **Will this new process replace the calling-in for information or is it just for downtimes?**
      1. This is for Faculty/Staff only right now. Will be seamless for users. Just need to provide the info to the lender/person needing info. HR will send them to worknumber. If they need Salary info, that will be the only time you need to give them a key.
   c. **The key is a password/number-sequence?**
      1. Correct, it is system-generated each time. You can also go in and see what information we provide and pull annual reports. They are updated monthly on payroll.
   d. **You said this is for housing; can this also be Employment Verification if someone was looking for another job?**
      1. Yes.
   e. **For students – would it be student employees, or just students?**
1. Not yet included, due to FERPA laws. They will have to have a key code for everything, not just salary information. We need to protect all of their information.

f. **So, just for student workers? Not the general student population?**
   1. For Faculty and Staff, this will be live in December. Your information will be available. If you want to provide salary information, you will need to provide a key. Later, after we have the security in place; anyone with a student job will be added.

g. **How do you get a Key?**
   1. Once we publish the program there will be a page on our website. If you call, we will still direct you to the information.

h. **Is this also for those applying for loan forgiveness?**
   1. No, that asks for other, certain kinds of information.

i. **Isn’t this all a matter of Public Information?**
   1. Pursuant to the Security of Information in regards to the University, we are following compliance.

6. **Review of September 2018 Minutes**
   i. Motion to accept, with highlighted corrections: Melissa Wyder
      1. Motion 2nd by: Helen Roth
      a. Minutes accepted

7. **Committee Reports**
   a. **Executive Board** (Naomi Emmett)
      i. Dr. Benson’s Strategic Plan for the University
ii. Campus Updates
   1. Dr Reda Bernoussi is the interim Exec. Director of Procurement.
   2. Debbie Reynolds is retiring.
   3. Regarding Terry Pankratz and Salary numbers

<table>
<thead>
<tr>
<th>Job Role</th>
<th>Total Salaries</th>
<th>% of Budget</th>
<th>Sum of Curr Ded. (Benefits)</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty</td>
<td>$133,222,280.00</td>
<td>20.45%</td>
<td>$19,020,000.00</td>
<td>2.92%</td>
</tr>
<tr>
<td>Retiree</td>
<td>$247,607.00</td>
<td>0.04%</td>
<td>$4,838,908.00</td>
<td>0.74%</td>
</tr>
<tr>
<td>Staff</td>
<td>$140,309,357.00</td>
<td>21.54%</td>
<td>$30,776,360.00</td>
<td>4.72%</td>
</tr>
<tr>
<td>Student&amp;Temp</td>
<td>$46,556,305.00</td>
<td>7.15%</td>
<td>$903,383.00</td>
<td>0.14%</td>
</tr>
<tr>
<td>Grand Total</td>
<td>$320,334,549.00</td>
<td>49.17%</td>
<td>$55,538,650.00</td>
<td>8.53%</td>
</tr>
</tbody>
</table>

iii. The Executive Board has not met yet.
iv. EAC
   1. The EAC will be meeting in October, during 28-30 in Austin, Texas.
2. If you have suggestions for items to discuss, email Naomi.

v. ROEA Update
1. Per UT System, nominations are currently on hold due to budget constraints.
   a. **Can you explain that a bit more?**
      i. 30 Awards - $10,000 per person is awarded to the winners.
      ii. Would like to have a celebratory luncheon for nominees on campus here.
   b. **The $10,000 is on hold?**
      i. The nominations are on hold. Not taking nominations at this time.
   c. **Should we remove it from the Staff Council website?**
      i. Put up ‘Not taking nominations at this time’.
   d. **Is it stopping for Students/Faculty?**
      i. It will be discussed at the EAC. Just on hold for nominations at this time. Will provide an update later.

b. **Attendance Report** (Melissa Wyder)
   i. Staff Council has 2 new members.
      1. Dr. Bryan Black
      2. Richard Innis

c. **Student Government** (Eric Chen)
   i. UT SAC (Student Advisory Council)
      1. Created four Committees
         a. Affordability
         b. Academic Equity
         c. Medical
         d. Under Represented Students
   2. Constitutional Changes for Student Government
      a. Approved by Academic Senate
      b. Student body will vote at Homecoming on Nov. 10
   3. Academic Affairs
      a. Take One/Leave One Bookshelf
         i. Will be installed this month at the SU Dining Hall by Subway.
      b. Survey for Abroad Studies
   4. Legislative Affairs
      a. Wrapping up voter registration.
      b. Allocating funds to help bus students to polling locations.
   5. Residential Student Affairs
      a. Extended dining hours during Finals week.
b. Taking unused meal swipes to give to students in need who cannot purchase meal plans.
c. Also working on signs to alleviate seating issues.

6. Green Initiative
   a. Permanent Ad Hoc
      i. Composting implemented in the apartments.
      ii. Getting Sustainability information out to the students.

7. Questions:
   a. Is there an update on the art piece in JSOM?
      i. That is up to the building managers.

   d. Benefits Committee
      i. Committee will be Chaired by: Debbie Greszler
   e. Communications Committee
      i. Committee will be Chaired by: Matt Brown
   f. Fundraising Committee
      i. Committee will be Chaired by: Adrienne Wilson
   g. Staff Development Committee
      i. Committee will meet after Staff Council.
   h. Secretary and Treasurer’s Report (Jamie (Pax) Abrams)
      i. Staff Council Operating Account

<table>
<thead>
<tr>
<th>Description</th>
<th>Beginning Balance</th>
<th>Revenue - Fiscal Year 2018</th>
<th>Expenses – Fiscal Year 2018</th>
<th>Transfers in – Fiscal Year 2019</th>
<th>Encumbrances</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Available Balance Aug 31 2018</td>
<td>$ 10,948.55</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

ii. Staff Council Fundraising Account

<table>
<thead>
<tr>
<th>Description</th>
<th>Beginning Balance</th>
<th>Revenue – Fiscal Year 2018</th>
<th>Expenses – Fiscal Year 2018</th>
<th>Transfers in</th>
<th>Encumbrances</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Available Balance Aug 31 2018</td>
<td>$ 10,362.36</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

iii. Staff Council Endowed Scholarship

<table>
<thead>
<tr>
<th>Description</th>
<th>Beginning Balance</th>
<th>Revenue – Fiscal Year 2018</th>
<th>P12 – Quarterly Distribution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Available Balance Aug 31 2018</td>
<td>$ 10,362.36</td>
<td></td>
<td>$600.51</td>
</tr>
</tbody>
</table>
### Expenses – Fiscal Year 2018

| Transfers in | $ (2,000.00) |
| Encumbrances |  |

#### Current Available Balance

| Aug 31 2018 | $ 796.93 |

Endowment Market Value: $ TBD

---

### iv. Jody Nelsen Scholarship

| Beginning Balance: | $ (185.36) |
| Revenue – Fiscal Year 2018 | $ 1,907.80 |
| P12 – Quarterly Distribution | $476.95 |
| Expenses – Fiscal Year 2018 | $ (1,250.00) |
| Transfers in |  |
| Encumbrances |  |

#### Current Available Balance

| Aug 31 2018 | $ 472.44 |

Endowment Market Value: $ TBD

---

### v. Staff Scholarship

| Beginning Balance: | $ 6,037.97 |
| Revenue – Fiscal Year 2018 | $ 525.00 |
| P12 – Payroll donation | $50.00 |
| Expenses – Fiscal Year 2018 | $ (2,500.00) |
| Transfers in | $ (2,856.00) |
| Encumbrances |  |

#### Current Available Balance

| Aug 31 2018 | $ 1,206.97 |

---

i. **Faculty Senate** (Dr. Ravi Prakash)

   i. **Staff Award**

      1. We as Faculty, appreciate our Staff and will continue to support as best we can.

   ii. **EAC**

      1. Last week, Dr. Murray Leaf and I (Dr. Ravi Prakash) attended the EAC. There was a lot of discussion, and we are moving in a positive direction.
      2. University Address will be happening later this month, with Dr. Scotch presenting on behalf of Faculty.
      3. The Board of Regents will be meeting on UTD Campus in November.
      4. Dr. Mussellman presented an outline on a new Faculty Workload Policy. Each school has their own policy.

j. **Retiree Association** (Sandee Goertzen)
i. The retirees met in SPN2, in the new conference room.
ii. Guest Speaker attended and spoke on the tax laws this year.
iii. Next meeting will be on the 16th of November and Nate Howe will be the guest speaker.

University Committees
a. Parking and Transportation (Dee Lambert and Melissa Wyder)
   i. No report made
b. Campus Facilities (Janice Gebhard)
   i. No report made
c. University Safety and Security (Chad Thomas)
   i. No report made
d. eForms (Michele Brown, Debbie Buckner, DeAnn Hegi, Kelly Hanford)
   i. No report made
e. IT Planning, and Policy (Dennis Guten)
   i. Met Sept 12th
   ii. Frank Feegans went over their initiatives.
      1. Working on dining apps to show locations, hours, and menus,
   iii. Security
      1. Pressing more use of the 2-factor authentication.
      2. Taking on Identity Management.
      3. Working on an On-Campus walk-up help desk.
      4. Computer purchasing equipment have been streamlined for Faculty.
      5. OIT will not be holding a Summit this year.
f. Auxiliary Services Advisory (Matt Brown)
   i. No report made
g. HOP Committee (Naomi Emmett)
   i. No Report Made
h. Student Fee Advisory Committee (David Richardson and Debbie Greszler)
   i. No report made
i. Committee for Support of Diversity and Equity (Carrilaine Schneckner, Daniel Hernandez, Alice Presti, Daniel Cordova, Lynn Butler)
   i. Report from
j. Intellectual Property Advisory Committee (Jay Silber)
   i. No report made
k. Academic Calendar Committee (Megan Gray and Sheila Rollerson)
   i. No report made
l. Information Security Advisory Committee (Daniel Calhoun)
   i. No report made
m. University Sustainability Committee (Craig Lewis)
i. Report given by: Evan Paret.
   1. Met last week
   2. Voted and adopted new guidelines
      b. Sustainable Procurement Guidelines, provides links and resources for sustainable office products.
   3. Green Office Initiative
      a. Website will be updated.

n. Wellness Committee (Pinky Reyes, Elena Galli, Janice Gebhard)
   i. Flu Shots will be available Oct 30-31st

o. Accessibility Committee (Dr. Richard Scotch and Pax Abrams)
   i. Will be meeting once a month.
   ii. Deciding on what to take on and discussing Short and Long term issues on campus.
   iii. Would like to consolidate all Accessibility resources on one website.
   iv. Will be meeting the end of October.

6. UT System Staff Council Consortium
   a. Report given by: Melissa Wyder
      i. Consortium meetings are web-meetings.
      ii. Currently addressing: Flexible workplace, Ombudsman, Merit Evaluation, Health Benefits, Retiree Benefits, Advancement Tuition benefits…etc.
      iii. Trying to get a comparison from all schools across the State.
      iv. Is there an Employee Emergency Fund at UTD?
         1. There is nothing formal but donations have been gathered.
      v. Per Gaurav Shekhar: There is one for students, from $500-1000 depending on the situation.
      vi. UT Austin has an Emergency Fund that Staff can donate to.
         1. Was set up by their Staff Council.
         2. We may want to consider this.
      vii. Surveying things regarding parking.
      viii. Consortium is looking at becoming an Association.
      ix. Ombudsman is a State-wide issue and usually cannot be kept due to funding issues for a single school; but might be possible as part of UT System (for all schools).

7. Continuing Business
   a. Proposals
      i. 2014-004p: Executive Board is looking into an ombudsman for employees
      ii. 2018-016p: Meetings of various Depts. to discuss issues/improve communication, through the year (Communications)
iii. **2018-027p**: Rules regarding Punch-Out and Amazon. Unable to choose the most cost-effective distributor of products, and restricted to contracted vendors. (Communications)

iv. **2019-002s**: Endowed Art content/placement acceptance concerns (Anna LeBlanc)

1. Per Naomi Emmett: The response that we got was: “All Gifts in Kind to the University are accepted by the President of Development in conjunction with the Dean, or Director receiving the Gift. If the appraised value of the gift is over $1M, it is accepted by the President. All placement of the art is directed by the Dean or Director who benefitting from the gift.” The Council recommended that concerns be forwarded to the Dean of JSOM.
   a. Per Melissa Wyder: Where is the rest of the art, can we rotate that out?
      i. Per Anna LeBlanc: That is up to the Dean.
      ii. Per Melissa: Do you know where it is?
         1. Per Pinky Reyes: It was an endowment to the University.
         2. Per Anna LeBlanc: Right now it is under the purview of JSOM.

2. Per Naomi Emmett: Did we officially adopt this?

3. Per Melissa Wyder: No, this was given to Anna to look into, not a Committee. Would we like to move forward with this?
   a. Per Pinky Reyes: The Staff in JSOM have mentioned this to the Dean already. Nothing has been done about it.
      i. Per Melissa Wyder: I would like to see all of the art displayed/rotated. So offensive pieces are rotated out and not up permanently.
      ii. Per Helen Roth: This is not a Staff issue, it is a JSOM issue. Motion to not adopt.
         1. Motion 2nd by: Deja Rollins

4. Per Matt Brown: Per the Staff Council Mission, we have an obligation. I make a Motion to take it on and say it’s not appropriate.
   a. Per Pinky Reyes: If we take it on and send it to JSOM, then what? They already know it’s a problem.
   b. Per Naomi Emmett: If we adopt it, is there a possibility that the Benefits Committee could meet with Kyle? We have 2 motions.
i. Per Pinky Reyes: I motion assign this to a Committee and look into what can be done.

5. Per Andy Helgeson: A vote needs to be taken to decide what Motion to take or not.
   a. Melissa Wyder: Motion to Extend the meeting
      i. Motion 2nd from Naomi Emmett
   b. Vice President Melissa Wyder takes a Roll Call Vote to accept or reject, Suggestion: 2019-002 as a Staff Council proposal.
      i. Result: Rejected.

7. Unfinished Business

8. New Business
   Suggestions
   a. 2019-004s: The color-coded parking system is difficult for students, staff, and faculty members with color-vision deficiency (color blindness). For old surface lots, there are usually helpful signs posted that actually spell out the word of the section you are entering. Also, it's possible to simply memorize the layout of frequently used lots. However, the parking decks present a new challenge. The use of colored lights to denote parking sections is highly problematic. I understand that the yellow and orange lights are difficult for even those without color-blindness to distinguish. Using both yellow and orange is a particularly pernicious use of color in the face of the color blind. The point is, that the lights in the garage cannot be the only way to distinguish sections as it systematically disadvantages the color blind, particularly because one cannot even memorize the layout since the lights can change from day to day, which I understand was the intended use-case. (ANON)
      i. Per Melissa Wyder: They have a valid point. Painting (words) could be a solution.
      ii. Per Melani Sherbet: Motions to adopt, due to ADA Sensitivity.
         1. Per Helen Roth: Could we pass it on to the Accessibility?
            a. Per Naomi Emmett: All in favor?
               i. Unanimous Approval
            ii. Assigned to: Benefits Committee
   b. 2019-005s: I would like to propose a space dedicated as a faculty/ lounge. Preferable somewhere with windows for access to natural lighting.
      i. Per Melissa Wyder: Not a Staff issue. Motion to Reject this.
         1. Motion 2nd, by several.
            a. Rejected
   c. 2019-006s: Human Resources needs to submit a comprehensive job duties report for each employee under their org chart. No one knows what anyone does in HR. Many times, HR will say that it is not under their purview to work on an issue.
The org chart needs to have a link to each employee and what they actually are responsible for, not in theory, but what EXACTLY they do. (ANON)

i. Naomi Emmett: Per Colleen Dutton, she would be willing to come and present an overview to Staff Council of what the HR jobs are. Also that HR has different ranges of detail on issues, depending on the situation.

   1. Per Marco Mendoza: Right now we do have 2 vacancies in Ilyce’s area, so some things have been shifted. I am currently the Interim Title IX director, so I am in 2 different offices. There has been a lot of confusion because of that, since I’m not always in the office.

b. Per Melissa Wyder: In my department, it has been difficult to get the answers and help that we need.

   i. Per Naomi Emmett: This suggestion also mentions wanting a link. We would like to have that. HR has an Organizational Chart with employee names on it, and their job/what they can answer. The confusion is widespread across the University about who to talk to about which things in HR.

      1. Motion to adopt made by: Debra Greszler
      2. Motion 2nd by: Maggie Bradford
         a. Motion passed

9. Misc
10. Reminders
    a. Staff Council Scholarships
       i. Deadline: September 15, 2018
    b. CARE Awards
       i. Next Deadline: October 31, 2018

11. Upcoming Guest Speakers:
    a. Nate Howe

12. Adjournment
    a. Motion to Adjourn
    b. Meeting Adjourned at: 11:05am

Respectfully submitted,
Jamie (Pax) Abrams
Staff Council Secretary/Treasurer