UT DALLAS STAFF COUNCIL MEETING MINUTES
July 11, 2012         ECSS 2.102         9:00 a.m.


GUESTS: Theresa Diaz, Tracy Dorsey, Colleen Dutton, Sandee Goertzen, Murray Leaf

1) CALL TO ORDER
   Staff Council President Rochelle Peña called the meeting to order at 9:04 am.

2) ROLL CALL
   A quorum was met.

3) SPEAKER: COLLEEN DUTTON, ASSISTANT VICE PRESIDENT OF HUMAN RESOURCES
   Ms. Dutton has now been with the University for 6 weeks. She has felt very welcome by both the University and the Dallas area. The Benefits Fair is next week with the Annual Benefits Enrollment being July 15th – July 31st. Melanie McCollom has been hired full-time for the Human Resources Front Desk. Other new positions will be announced soon.

4) MEETING MINUTES
   Howard Medlock made a motion to approve the June 13, 2012 meeting minutes as presented; Wendy Newton seconded the motion. The minutes were approved.

5) STAFF COUNCIL SCHOLARSHIPS AWARDS
   Staff Council Scholarships were awarded to Blair Flicker, Arturo Elizondo, Nadira Zakhidova, Tara Lewis, Mary Dziorny, Natalie de Leon, Irene Bellatin, Drew Brown, Rebecca Newcomb, Tracey Tatum, Rena Read and George Eicke.

6) COMMITTEE REPORTS
   a. EXECUTIVE BOARD (Rochelle Peña)
      President’s Meeting. The Executive Committee met with University President Dr. David Daniel. PeopleSoft will continue to be long-term project until the system will be fully stabilized. A Parking Lot opposite NSERL is under construction. The Beautification is continuing on campus with Peter Walker enhancing areas on Rutford Drive.
      Faculty Senate. Did not meet this month.
      Handbook of Operating Procedures. The Office of General Council changed the wording of the Quantity of Work Rule. The changes have been accepted
and sent back to UT System. The Background Check Policy that had been submitted is still under review, as UT System released a policy that conflicted with the UT Dallas policy. Faculty Senate will be reviewing the two policies to align the UT Dallas policy.

b. **ATTENDANCE REPORT** (Paula Austell)
Ms. Austell presented the Attendance Report.

c. **BENEFITS COMMITTEE** (Jay Jascott)
Mr. Jascott reported that a revised memo will be released in regards to the AD Handicap Parking.

d. **COMMUNICATIONS COMMITTEE** (Daniel Calhoun)
Mr. Calhoun reported that there has been no movement on the current suggestions for the Communications Committee. The Craigslist-like posting suggestion will most likely be an e-mail address that faculty, staff and students can opt in to receive. For Bulletin Board suggestion, the committee will contact Facilities Management. The committee will be meeting to discuss the next SUN Newsletter to be released the end of July with topics such as the Staff Council Scholarship recipients, the Staff Appreciation Ice Cream Event, Open Enrollment and Corporate Challenge.

e. **FUNDRAISING COMMITTEE** (Howard Medlock)
Mr. Medlock reported the following profit measures for the Fundraisers this year: $1,037 for Print Cartridge Recycling, $466 for Rockfish Mondays, $623.71 for Valentine Candy Sales, $916 for Poinsettia Sales, an estimate $87 for the Orchid Sales and the final number is still being looked into for the Polo Shirt Sales. The Parking Raffle is the current fundraiser, ticket sales went live online on July 6th. Tickets are $10 each and will be sold until 250 tickets are sold or August 17th. If you would like to purchase a ticket, please contact Melissa Wyder. Mr. Medlock made a motion to vote on the phrase to be put on the 2012 Staff Polos; the motion was seconded by Kimberly Flicker. “Striving for Excellence and Innovation” received 17 votes and “Specializing in Excellence and Innovation” received 2 votes. “Striving for Excellence and Innovation” will be put on Dark Green Polos. Please contact Chelsea Villareal if you would like to order one.

f. **STAFF DEVELOPMENT** (Arturo Elizondo)
Mr. Elizondo reported that the 1st Annual COMET Family Reunion will be July 18th from 2:00 – 4:00 pm in the Faculty/Staff Dining Room. Ice Cream, sno-Cones and Sugar-free sno-cones will be given away free. A Duck Pond and Bean Bag Toss will be available to those who would like win prizes. Please encourage your districts to attend. The Staff Survey will be sent out once the Qualtrics survey is built.

g. **SECRETARY AND TREASURER’S REPORT** (Jami Miller)
Staff Council Treasurer Report
Month of May 2012

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h. **FACULTY SENATE** (Dr. Murray Leaf)  
Dr. Leaf was not present to report.

i. **STUDENT GOVERNMENT** (Raj Dwivedi)  
Mr. Dwivedi was not present to report.

j. **RETIREE ASSOCIATION** (Sandee Goertzen)  
Ms. Goertzen reported that the Retiree Association has continued to meet for Lunch on the First Monday of each month. They are gearing up for the September Meeting that will have UT Dallas and Texas Instrument Retirees coming together.

k. **UNIVERSITY COMMITTEES**
   i. **WELLNESS** (Natalie de Leon and Amanda Smith)
   ii. **PARKING AND TRANSPORTATION** (Wendy Newton and Kent Mecklenburg)
   iii. **CAMPUS FACILITIES** (Melissa Wyder)
   iv. **UNIVERSITY SAFETY AND SECURITY** (Lynne Boyer)
   v. **WOMEN’S CENTER** (Jacqueline Long)
   vi. **IR SECURITY, PLANNING AND POLICY** (Arturo Elizondo Jr.)
   vii. **AUXILIARY SERVICES ADVISORY** (Drew Brown)
   viii. **HOP COMMITTEE** (Rochelle Peña)
   ix. **DEANS AND DIRECTORS** (Rochelle Peña)
   x. **STUDENT FEE ADVISORY COMMITTEE** (Lynne Butler and Daniel Calhoun)
   xi. **COMMITTEE FOR SUPPORT OF DIVERSITY AND EQUITY** (Danny Cordova)
   xii. **ACADEMIC CALENDAR COMMITTEE** (Caroline Crossley and Sam Eicke)

7) **OLD BUSINESS**
   a. **Suggestions**
      i. 2012-002s: PeopleSoft Roundtable (Staff Development Committee)
      ii. 2012-004s: Internal UT Dallas Craigslist-like Posting Board (Communications Committee)
      iii. 2012-009s: Wheelchair for Staff Use (Benefits Committee)
      iv. 2012-010s: Staff Use of Existing Faculty Lounges (Benefits Committee)
      v. 2012-011s: Bulletin Boards for Staff Use (Communications Committee)

b. **By-Laws and Standing Rules Update Approval**
   Jay Jascott made a motion to approve the By-Laws as edited; the motion was seconded by Paula Austell. A roll call vote was taken, twenty-one (21) voted yes.
   Wendy Newton made a motion to approve the Standing Rules as edited; the motion was seconded by Letitia Andrews. The motion carried with all in favor.

c. **Elections Report**
Jami Miller reported that fifteen (15) nominations have been received for the 2012-2014 Election. Twenty nominations are needed. Please encourage your Districts to nominate candidates for Staff Council by Friday, July 13th.

d. **Sandee Goertzen Award**
   Please submit Sandee Goertzen Award Nominations to Jay Jascott at FM11 by Friday, July 13th. The Sandee Goertzen Committee members are Drew Brown, Patrice Holt, Dena Davis and Colter Fleming.

8) **NEW BUSINESS**

a. **Suggestions**
   i. **2012-012s: Picnic Tables in the ECS Courtyard**
      There is a lovely courtyard, located between the ECS North and ECS South buildings, that is used occasionally for social events. However, staff members could enjoy these grounds on a regular basis if a few picnic tables were arranged on the east side of the courtyard, upon the flat areas. These tables could be removed during an event, if necessary. It would be a great place to meet with fellow staff members for lunch during nice weather.
   
   - Tracey Tatum made a motion to move the suggestion to the Benefits Committee; Jay Jascott seconded the motion. The motion was approved.

9) **OTHER BUSINESS**

a. **Website Update Request**
   The Staff Council website needs to be updated to reflect the new cost of DART passes for UT Dallas staff.

**ADJOURNMENT**

Kimberly Flicker made a motion to adjourn the meeting; the motion was seconded by Howard Medlock. The meeting was adjourned at 9:56 am.

**RESPECTFULLY SUBMITTED,**

**JAMI MILLER**

**STAFF COUNCIL SECRETARY/TREASURER**