Official Approved Minutes

UT DALLAS STAFF COUNCIL MEETING MINUTES
September 12, 2012 ECSS 2.102 9:00 a.m.


ABSENT: Sharon Edwards, Mike Mogg, Kimberly Flicker, Patrice Holt, Denise Cooper.

GUESTS: Colleen Dutton and Sandra Goertzen

1) CALL TO ORDER
Staff Council President Rochelle Peña called the meeting to order at 9:05 am.

2) ROLL CALL
A quorum was met.

3) Staff Council Representatives Pledge
All members present recited pledge

4) Election of Officers
Rochelle Peña was elected as President. Howard Medlock was elected Vice President.

5) Committee Preference Forms
The forms were distributed and returned at the end of the meeting.

6) Guest Speaker: Colleen Dutton, Assistant VP of Human Resources
Ms. Dutton passed around an example of a new retiree gift set. She discussed the open positions available and the direction that she would like HR to take in the coming years. They are currently interviewing and hope to fill the positions soon so some of the HR processes can be streamlined. She would like to get the hiring process out of each individual department and back into HR. Ms. Dutton would like to be present at each Staff Council meeting if possible.

7) Presentation of the Sandra Goertzen Award
Ms. Goertzen and Ms. Peña presented the award to recipient, Howard Medlock.

8) Approval of August 8th Meeting Minutes
Daniel Calhoun made a motion to table the minutes until the next meeting for sufficient time to review. The motion was seconded by Jay Jascott. The motion was approved.

9) Committee Reports
   a. EXECUTIVE BOARD (Rochelle Peña)
      Ms. Peña spoke about the meeting with Dr. Daniel and the information he shared with the Executive
Committee. They discussed the growth in enrollment and need for housing expansion. There was no HOP meeting. The meeting has been rescheduled for the end of the month.

b. ATTENDANCE REPORT (Paula Austell)
There was no attendance report for this meeting. Ms. Austell explained the process to the new representatives and to the new VP.

c. BENEFITS COMMITTEE (Jay Jascott)
Mr. Jascott reported that the committee had a meeting to wrap up business for the end of the year. The committee has made a pledge to help the fundraising committee in the upcoming year. He is also accepting applications for scholarships.

d. COMMUNICATIONS COMMITTEE (Daniel Calhoun)
Mr. Calhoun reported that they had a meeting to set goals for the upcoming year and wrap up outstanding business for FY12.

e. FUNDRAISING COMMITTEE (Howard Medlock)
Mr. Medlock reported that they too had a wrap up meeting. The last fundraiser for FY12 was the parking raffle. They made enough to cover two scholarships! The committee discussed the upcoming fundraisers for the new fiscal year.

f. STAFF DEVELOPMENT (Arturo Elizondo)
Mr. Elizondo reported that there was no meeting and no news. He will resume outstanding business with the new committee.

g. SECRETARY AND TREASURER’S REPORT (Rochelle Peña)
Ms. Peña reported that all cost centers have been reconciled. There will be money left to roll over to the scholarship fund.

h. FACULTY SENATE (Dr. Murray Leaf)
Mr. Leaf was not present. Ms. Peña reported that the topic of discussion was campus wide encryption of all devices used to retrieve university business.

i. STUDENT GOVERNMENT (Raj Dwivedi)
Mr. Dwivedi was not present. Nathaniel Fairbank, Vice President, was there to report that they are working on Homecoming events and upcoming items for the Fall semester.

j. RETIREE ASSOCIATION (Sandee Goertzen)
Ms. Goertzen reported that they met on 9-11-12 and Dr. James Carter spoke about his research on moon rocks. It was a combined meeting with retirees from TI. Representatives from Student Government were there to teach the retirees to “WOOSH”.

k. UNIVERSITY COMMITTEES
No Committee reports were presented. Letters will be going out to those serving.

10) OLD BUSINESS

a. Suggestions
i. 2012-002s: PeopleSoft Roundtable (Staff Development Committee) no update
ii. 2012-004s: Internal UT Dallas Craigslist-like Posting Board (Communications Committee) - there are legal concerns. They are looking at alternatives

iii. 2012-009s: Wheelchair for Staff Use (Benefits Committee) no news

iv. 2012-010s: Staff Use of Existing Faculty Lounges (Benefits Committee) – there has been a positive response. Still working with the Provost’s Office.

v. 2012-011s: Bulletin Boards for Staff Use (Communications Committee) – will be carried over to next year. Still working with Facilities Management.

11) NEW BUSINESS

a. Fall Scholarship Applications
   Due by COB 9-15-12

b. Fall CARE Awards
   Applications are currently being accepted. They are due by 10-31-12. The awards will be given out in November.

c. Flu Shots
   This has been given to the Wellness Committee. Tracy Dorsey will be coordinating.

d. Coffee with the President
   There will be 10 spots available and it will take place 10-5-12.

e. Request from Thea Junt
   Mr. Jascott reported that Ms. Junt would like input about what vendors should go into the new parking structure that will be constructed. Please contact Ms. Junt with suggestions at ext. 6515.

ADJOURNMENT
Melissa Wyder made a motion to adjourn and Jay Jascott seconded. The meeting was adjourned at 10:22 am.

RESPECTFULLY SUBMITTED,
Amanda Moilan
For Jami Miller
STAFF COUNCIL SECRETARY/TREASURER