Official Approved Minutes

UT DALLAS STAFF COUNCIL MEETING MINUTES
November 14, 2012 ECSS 2.102 9:00 a.m.


ABSENT: Betsy Albritton, Teresa Capitan, Sheila Rollerson, Deann Rose, Carrilaine Schneckner, Rikk Terhune.

GUESTS: Colleen Dutton and Calvin Jamison.

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: Calvin Jamison, VP for Administration
Dr. Jamison spoke on campus enhancements and had a slide presentation to showcase all that has been done to improve the campus. He also discussed future plans for campus enhancements.

4) Colleen Dutton, Assistant VP of Human Resources
Ms. Dutton reported that meetings for a new on-boarding process are in full swing. She is still working to get all open positions in HR filled as quickly as possible.

5) Approval of October 10th Meeting Minutes
Corrections were presented and a motion was made to approve the corrected minutes. The motion was seconded and approved by all.

6) Staff Council Photos
A motion was made to adjourn for group photographs. The motion was seconded and approved by all. The meeting was adjourned.

7) Meeting Resumed
Staff Council President Rochelle Peña called the meeting to order after group photos at 9:56 am.

8) Committee Reports
   a. EXECUTIVE BOARD (Rochelle Peña)
      Ms. Peña reported that the HOP Committee has approved the bylaws and they will be presented in Austin. She also reported that a Security Advisory Committee has been formed and Staff Council has one seat...
available on that committee. She suggested that nominations be sent to staffcouncil@utdallas.edu. Ms. Peña reported that the meeting with the President was short but successful and asked that topics for future meetings be emailed to the Staff Council address.

b. ATTENDANCE REPORT (Jayar Medlock)
Mr. Medlock presented the attendance report.

c. BENEFITS COMMITTEE (Jay Jascott)
Mr. Jascott reported that the committee met on November 6, 2012 and discussed staff scholarships.

d. COMMUNICATIONS COMMITTEE (Daniel Thomas)
Mr. Thomas reported that there has been no progress on the staff list service. They will need to speak to University lawyers for advice on how to proceed. The committee will be meeting this morning to discuss website updates and the possibility of a newsletter every 2 months.

e. FUNDRAISING COMMITTEE (Paula Austell)
Ms. Austell reported that poinsettia sales are in full swing and will be delivered on Dec. 6th or 13th. The committee is also working to gather items for a Thank You basket for the facilities/recycle team. She encouraged everyone to bring items to the next meeting. Ms. Austell informed everyone that polo shirts have been ordered. The committee has been presented with a new fundraising opportunity with Top That Pizza and will be following up on that lead.

f. STAFF DEVELOPMENT (Arturo Elizondo)
Mr. Elizondo reported that the next Staff Appreciation event will take place on Nov. 29th in the Faculty/Staff dining hall. The committee will meet today to finalize the details.

g. SECRETARY AND TREASURER’S REPORT (Rochelle Peña)
Ms. Peña reported that cost centers have been reconciled. She also requested that remaining funds from fundraising be moved to the endowment cost centers. A motion was made to transfer the funds. The motion was seconded and approved by all.

h. FACULTY SENATE (Dr. Murray Leaf)
Mr. Leaf was not present.

i. STUDENT GOVERNMENT (Raj Dwivedi)
Mr. Dwivedi had to leave early. Ms. Goertzen reported in his absence that they are working on setting up town hall meetings and Homecoming events are taking place all week.

j. RETIREE ASSOCIATION (Sandee Goertzen)
Ms. Goertzen reported that they met last month and they continue to have successful 1st Monday Retiree lunches each month.

9) 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) still discussing

iv. 2012-010s: Staff Use of Existing Faculty Lounges (Benefits Committee) – completed.
Motion to remove the item. Motion was seconded and approved by all.

v. 2012-011s: Bulletin Boards for Staff Use (Communications Committee) – no news

b. Fall CARE Awards
Honorees were announced by Staff Council President, Rochelle Peña.

c. Fall EAC (Employee Advisory Council to the Board of Regents) Report
Ms. Austell reported that they discussed on-going issues from FY12 that will be discussed at the next meeting.

10) NEW BUSINESS

a. Coffee with the President
The next session will be December 4th at 10:00 am.

b. Executive Board, monthly meeting with the President
The next meeting will be held on November 26th at 10:00.

ADJOURNMENT
Dena Davis made a motion to adjourn and Sandy Runowski seconded. The meeting was adjourned at 10:50 am.

RESPECTFULLY SUBMITTED,
Amanda Moilan
For STAFF COUNCIL SECRETARY/TREASURER