UT DALLAS STAFF COUNCIL MEETING MINUTES
December 12, 2012     ECSS 2.102    9:00 AM – 11:00 AM


ABSENT: Cheryl Berry, Teresa Capitan, Sharon Edwards (resigned,) Linda Heard, Lin Maute, Tracey Tatum, Rikk Terhune, Rhonda Walls

GUESTS: Chief Larry Zacharias, Colleen Dutton

1) CALL TO ORDER
   Meeting called to order by President Rochelle Peña at 9:06 am.

2) ROLL CALL
   A quorum was met.

3) SPEAKER: CHIEF LARRY ZACHARIAS, UTD POLICE CHIEF
   Chief Zacharias spoke about ten projects currently in progress: department reorganization, traffic deployment, crime prevention, firings and openings, radio system interoperability, tactical training *scheduled 01/08/2013,* working with HR on Criminal Background Check compliance, UTD PD on Facebook, UTD PD IR/Alert/Security, and updated dispatch, radio, and record management.

4) SPEAKER: COLLEEN DUTTON, ASSISTANT VICE PRESIDENT OF HUMAN RESOURCES
   Ms. Dutton gave an update on four areas:  HR3500 Plan synopsis and campus postings on becoming a Value Added department, overhauling the HR website, completion of Phase I of the Onboarding Project, and ‘In progress’ status positions- Director of Institutional Equity, Director of Employee Relations, Recruitment Employment Specialist, and holding off on the Director of Employment Services until FY14.

5) MEETING MINUTES
   Review and approval of the November Meeting Minutes have been tabled until the January Meeting.

6) COMMITTEE REPORTS
   a. EXECUTIVE BOARD (Rochelle Peña)
      Ms. Peña reported on the previous meeting with Dr. Daniel and the discussions about Bereavement Leave, the need for an improved Service Award process and ceremony, and quarterly Executive Committee meetings with the President. Spring Care Awards will begin in March. Ms. Peña also discussed the importance of staying current with District emails and the importance of being timely for every meeting.
   b. ATTENDANCE REPORT (Jayar Medlock)
      Mr. Medlock reported on the improvement of attendance, reiterated the importance of attending every meeting, and discussed the resignation of Sharon Edwards.
   c. BENEFITS COMMITTEE (Jay Jascott)
      Mr. Jascott reported on the budget for scholarships as well as the progress on the review process for selecting the newest set of scholarship recipients.
   d. COMMUNICATIONS COMMITTEE (Chad Thomas)
      Mr. Thomas reported on the upcoming newsletter, content, and legalities that require a campus lawyer.
   e. FUNDRAISING COMMITTEE (Paula Austell)
      Ms. Austell reported on the current and upcoming fundraisers: Green 2012-2013 polo shirt sales, Christmas poinsettias and cacti (144 plants ordered to date,) and the upcoming Valentine fundraiser. Items were collected for the gift basket to go to recycling staff as a token of gratitude and appreciation.
f. **STAFF DEVELOPMENT COMMITTEE** (Arturo Elizondo, chair & Jason Carter, co-chair)
   Mr. Elizondo reported on the success of the Fall Staff Appreciation event. 176 non-perishable items were collected for charity. Planning for the Spring Staff Appreciation event is underway.

g. **SECRETARY AND TREASURER’S REPORT** (Rochelle Peña for Amanda Moilan)
   Ms. Peña reported on badges, the transfer of funds to our endowment, and revenue.

h. **FACULTY SENATE** (Dr. Murray Leaf)
   Dr. Leaf reported on encryption concerns and items on the agenda for the next Faculty Senate meeting.

i. **STUDENT GOVERNMENT** (Rajiv Dwivedi)
   Mr. Dwivedi was absent and unavailable to give a report.

j. **RETIREE ASSOCIATION** (Sandee Goertzen)
   Ms. Goertzen reported on the current progress of the Retiree Association and their Holiday Luncheon.

7) **OLD BUSINESS**
   a. Suggestions
      i. **2012-002s: PeopleSoft Roundtable (Staff Development Committee)**
         Arturo Elizondo reported that there is currently no movement.
      ii. **2012-004s: Internal UT Dallas Craigslist-like Posting Board (Communications Committee)**
          Chad Thomas reported that there is currently no movement, and this is pending until this can be discussed with a campus lawyer.
      iii. **2012-009s: Wheelchair for Staff Use (Benefits Committee)**
           Jay Jascott reported that there is currently no movement, and this is pending until this can be discussed with a campus lawyer.
      iv. **2012-011s: Bulletin Boards for Staff Use (Communications Committee)**
           Chad Thomas reported that there is currently no movement.

8) **NEW BUSINESS**
   a. Merry Christmas and Happy New Year!

**ADJOURNMENT**
Ms. Peña requested a motion to adjourn at 10:32 am. Arturo Elizondo made a motion to adjourn. Jay Jascott seconded the motion. The meeting was adjourned.

**RESPECTFULLY SUBMITTED,**

**JAYAR HOWARD MEDLOCK**
**STAFF COUNCIL VICE PRESIDENT**