OFFICIAL APPROVED MINUTES

April 9, 2014  ECSS 2.102  9:00 a.m.


Absent: Caryn Berardi, Hayley Berk, Lynn Butler, Nancy Finch, Nick McCormick, Alice Salazar, Chad Thomas, Vicente Torres, Chelsea Villereal

Guests: Colleen Dutton, Sandee Goertzen, Charlie Hannigan, Murray Leaf, J.P. McGowan

1) Call to Order

Staff Council President Paula Austell called the meeting to order at 9:07 a.m.

2) Roll Call

A quorum was met.

3) Colleen Dutton – Assistant Vice President of Human Resources – Monthly Update

- David Gleason’s last day of work is 04/11/2014. There will be a retirement party for him on 04/10/2014 from 3:00-4:30pm in the McDermott Suite.
- HR is working on a date for the benefits fair.
- Colleen introduced Nate Howe. Nate is the new Chief Information Security Officer. Nate said that he he represents the university first.

4) J.P. McGowan, University Toastmasters of Dallas – Guest Speaker

- J.P. said that he is a recovering glossohobic, as he used to be afraid of public speaking.
- He discussed some training skills that members learn at Toastmasters; such as meeting organizational skills and how to speak off the cuff. The first speech all members make is called an “ice breaker” and is a speech all about the person giving it.
- University Toastmasters of Dallas meets every Wednesday, from 12:00-1:00pm in the Libra Room, located in the Student Union.
• Some advantages that members receive are; networking and meeting people from
every sector of the public.
• University Toastmasters of Dallas invites everyone to join them for their next meeting
and if you are not ready to join you may visit as a guest for as long as you want.

5) Minutes
Melissa Wyder made a motion to approve the March minutes; Eric Fackler 2nd the
motion. Paula called for all members present to take a vote, all members present said
“aye”. The March minutes were approved.

6) Committee Reports
• Executive Board (Paula Austell)
The executive board met with Dr. Daniel last week for their quarterly meeting. Some
items that were discussed are:
  ➢ Tuition discount/waivers for dependents of staff and faculty.
    o Funding is the biggest issue.
  ➢ Dr. Daniel would like to establish a day care facility for staff, faculty and
    student use.
  ➢ Legislative funding is two years in the rear. FY16 should be comparative to
    the growth our university has seen over the last few years.
  ➢ Some items that UTD must accomplish for Tier One status are:
    o Currently have 180 Ph.D., need 200 Ph.D.
    o Endowment is currently at 340 million, needs to reach 400 million.
    o UTD is vying for funding from NRUF based on the number of
      graduates we have.
  ➢ University has picked a developer for Comet Town.
  ➢ Dart line fell through, hope to pick momentum back up in a few years.
  ➢ Facilities space for classrooms and events.
    o The Davidson family is funding an alumni center that will seat 600
      people for a meal.
    o The university is going to fast track this venture as permission has
      already been given by the Board of Regents.

• Attendance Report (Jayar Medlock)
  a. Jayar commended everyone for a good overall attendance record.
  b. Thanked everyone who helped on the last staff development event.
  c. Rich Williams left the university; his replacement will be discussed at the next
     meeting.

• Student Government (Liza Liberman)
  a. Liza was not present; however, Charlie Hannigan was there to give an update on
     student government.
  b. Student government had their elections for 2014-15 and the new President will be
     Brooke Knudtson and the Vice President will be Nancy Fairbank.
c. A new honor code has been voted on.

- **Benefits Committee** (Norma Richardson)
  a. Theresa Diaz is back.
  b. The committee has completed the new scholarship process.
  c. The committee has completed the list of 2014 scholarship awardees.

- **Communications Committee** (Chad Thomas)
  a. Next SUN issue will be April 22, 2014.
  b. Working on last minute articles for this edition.

- **Fundraising Committee** (Jay Jascott)
  a. Fundraising just put in their third order for black polo shirts.
  b. Next meeting is April 18th. The raffle for parking pass and cafeteria card will be discussed.

- **Staff Development Committee** (Arturo Elizondo, Jr.)
  a. Arturo thanked everyone who worked to help put on the “Comet Carnival”. It was a huge success, with standing room only. All of the food ran out.
  b. The next meeting is in two weeks and they will start planning the summer appreciation event.

- **Treasurers Report** (Deborah Buckner)
  No comments.

- **Faculty Senate** (Murray Leaf)
  Dr. Leaf discussed USTP 175 Research Conflict of Interest and UT 180 Conflict of Commitment.
  
  ➢ USTP 175 Research Conflict of Interest states that university employees must not do any research before it has been approved. This creates a problem as thinking and planning in one’s head is considered research. This applies mainly to faculty and some staff.
  ➢ UT 180 Conflict of Commitment. The redrafted version has been passed by the senate. It states that if you feel you have an outside commitment that might interfere with the university, then you are to report it to the university and they will tell you if it is a conflict. This applies to all employees.

- **Retiree Association** (Sandee Goertzen)
  a. The retiree association met this past Monday at Rockfish for lunch.
  b. The Retiree Association will host a reception for new retirees.
  c. An upcoming event is a tour of the President Bush Library.
7) University Committees
   i. Parking and Transportation will meet this afternoon. (Paula Austell)
   ii. Campus Facilities has not been meeting on a regular basis, currently at one meeting per semester. (Jay Jascott)
   iii. University Safety and Security has not had a meeting. (Paul Smith)
   iv. Women’s Center has not had a meeting. (Melissa Wyder)
   v. IR Security, Planning and Policy recently had a meeting; however Arturo was not able to attend. (Arturo Elizondo, Jr.)
   vi. HOP Committee discussed Big Daddy and the benefits of it being on the north side of campus. (Paula Austell)
   vii. Wellness Committee is having their next lunch and learn on April 15th. These have become very popular. (Paula Austell)

8) Continuing Business
   i. Regarding the wheelchair suggestion. The Benefits Committee completed the Wheelchair Policy which will be posted on the Staff Council website.
      - Norma made a motion to close this suggestion; Jayar 2nd the motion. Paula took a roll call to close the suggestion. All representatives present said “aye”. The suggestion is closed.
   ii. Norma gave an update on the building code suggestion.
      - Facilities Management and Jay Silber notified the committee that they are not going to put the building code on the front of rooms because it looks too cluttered.
      - They are also not going to put the code and room number on the floors because it would cost the university approximately $10,000 and is therefore not affordable.
      - However, they are looking into putting up guide bridge maps at various locations on campus where it may be difficult for students to navigate the halls.
   iii. Regarding the door at the ROC, allowing outside access for staff.
      - Norma announced that after investigating this request, her committee was informed that a work request would have to be initiated to get an estimate and for the work to be started.
      - Norma proposed that staff council let the requestor know what was the next step needed to get their suggestion accomplished and to close this suggestion.
      - A discussion ensued among the representatives on whether or not this suggestion should be closed or if staff council needed to be the entity to initiate a work order on behalf of ROC personnel.
      - Representatives did not agree on an outcome and Jayar 2nd Norma’s earlier request to close this suggestion.
      - Paula took a roll call for the vote. There were 20 votes for and 5 votes against the call to close this suggestion. Majority rules and the suggestion was closed.
9) Adjournment
Eric Fackler motioned to adjourn; the motion was 2nd by Jason Carter. Paula called for all members present to take a vote, all members present said “aye”. The meeting was adjourned at 10:21 am.

Respectfully Submitted,
By Deborah Buckner
Staff Council Secretary/Treasurer