OFFICIAL STAFF COUNCIL MINUTES

July 9, 2014


Absent: Caryn Berardi (leave), Theresa Diaz (leave), Eric Fackler, Amber Miles, Paul Smith, Vicente Torres

Guests: Colleen Dutton, Sandee Goertzen, Marita Hawkins, Pia Jakobsson, Brooke Knudtson, Rochelle Peña

1) Call to Order
Staff Council President Paula Austell called the meeting to order at 9:09 a.m.

2) Colleen Dutton – Assistant Vice President of Human Resources – Monthly Update
   - Open enrollment for benefits is July 15 – July 31, 2014.
   - The Benefits Fair will be held on July 11, 2014. It will be in the Galaxy Rooms from 9-4 p.m.
   - The non-discrimination policy has been updated to include revisions on gender identity and gender expression.
   - The 60-day limit to report discrimination has also been taken out of the policy. It now states to report discrimination in a timely manner (30 days), but discrimination can be reported at a later date.
   - Marita Hawkins spoke on the Benefits Fair. Human Resources would like to invite all staff and faculty to attend the Benefits Fair. Participants can hear presentations from providers and get goodies from vendors.
   - There will be a 6% rate increase for medical insurance this year.
   - Prescription and drug coverage will no longer cover compound drugs. If you and your doctor feel that you need a compound drug prescription, then you can fill out an appeal.
   - The UT SW pilot program is ending. Other options will be reviewed.
   - There will now be a $100 co-pay for MRI’s and CT Scans. This fee can be waived if you call ahead before the procedure to get pre-approval.
   - Employees will get new ID cards with the new co-pays.
• Dental Plus and Dental Basic will incur a 5% increase in premiums.
• Dental HMO will incur a 2 ½% increase in the premium.
• New faculty being hired will have a start date of 8/1/2014. Benefit coverage will also be effective 8/1/2014.
• Please get PAF’s in by 8/8/2014.

3) Roll Call
A quorum was met.

4) Minutes
Melissa Wyder made a motion to approve the June minutes; Julie Rooney 2nd the motion. Paula called for all members present to take a vote, all members present said “aye”. The June minutes were approved.

5) Committee Reports
   a. Executive Board (Paula Austell)
      • Paula announced that voting was now open and encouraged everyone to vote in the Staff Council elections.
      • Paula also announced that Staff Council will go by what is written in the bylaws when questions arise.

   b. Attendance Report (Jayar Medlock)
      • Jayar encouraged everyone to end the year on a good note.
      • He also encouraged all committees to submit their minutes in a timely manner.
      • Jayar announced that Helen Roth has resigned and Pia Jakobsson is the next alternate on the list. Jayar made a motion to replace Helen Roth’s vacancy with Pia Jakobsson. Richard Mills 2nd the motion. Paula took a roll call vote, motion approved.

   c. Student Government (Brooke Knudtson)
      • Brooke announced that student government has been busy this summer.
      • They have met with President Daniel, deans and professors over the summer.
      • Student government is trying to get a pita bar installed for more vegetarian options.
      • Student government met with librarians and Dr. Wildenthal to discuss expanding the library hours in the evening.
      • Student government also met with IR to discuss Wi-Fi throughout the university, especially in the Plinth area.
      • There is also a proposal in process with IR to create a university mobile application.
      • UTD is one of the last 3 UT schools that does not have a mobile application.
d. **Benefits Committee** (Norma Richardson)
   - The committee is in the process of revising the wheelchair policy and person of contact. The wheelchair will be moved from the mud slab to the student union.
   - The committee is also in the process of updating the scholarship application to include the school attended and to request an official school transcript be sent to Staff Council.

e. **Communications Committee** (Chad Thomas)
   - The last SUN edition of the year will be coming out next week.

f. **Fundraising Committee** (Jay Jascott)
   - Black polo shirts are in and available for sale on the Staff Council website. Prices are $30 - $35. Please see Debbie Buckner or Melissa Wyder for more information.
   - Tickets for the parking pass and dining raffle are now available. To date, 14 parking raffle tickets and 8 meal raffle tickets have been sold.

g. **Staff Development Committee** (Arturo Elizondo, Jr.)
   - Save the date: August 6th is the 3rd Annual Summer Ice Cream Social Event. This will take place in the Staff/Faculty Dining Room as well as part of the dining hall from 2-3 p.m.
   - PeopleSoft Academy just completed a pilot program this past spring. There were 12 modules, with 3 hour sessions per week. Seasoned and new employees attended, with a lecture and lab environment.
   - Administrative Assistants University is putting together an advisory team and looking at curriculum.

h. **Treasurers Report** (Deborah Buckner)
   - Debbie gave the report, no questions were asked.
   - Paula let staff council know that there will be a giving page on the Staff Council website beginning FY15.

i. **Faculty Senate** (Tim Redman)
   - Not present – but see below for Dr. Redman’s “Unofficial Minutes”
   - We will be reading a book, How College Works, during the next year, and it will be discussed at various Senate meetings, a bit at a time. It discusses what constitutes student success, as learned at Hamilton College over the past ten years. Hamilton has had a spectacularly high level of student satisfaction and alumni giving for many years. Since staff is a key component of our current success -- and I am just trying to up our game a bit here, not change it -- I would be happy to purchase a copy of the book for you and trust you to route it to
members of Staff Council. It should ultimately come back to me and I will donate it to the Library.

- I am completely new as Speaker of the Faculty, but I've served on Academic Senate for many years. My overwhelming impression is that anything coming to Senate from Staff Council commands unanimous consent, being completely thought out and well-reasoned.

j. **Retiree Association** (Sandee Goertzen)
   - Nothing to report.

7. **University Committees**
   i. Auxiliary Services has scheduled the closure of the small parking lot (K) in back of the student services building. This area will be used for an expansion of the student services building. (Jayar Medlock)
   ii. Rochelle and Paula will travel to Midland/Odessa in July as part of the EAC Council. They will visit university lands that include oil wells, vineyards and wind energy farms. (Paula Austell)
   iii. Wellness Committee met and is in the process of working on joint wellness initiatives between UTD and UT System. (Paula Austell)

8. **Continuing Business**

   a. **Suggestions**
      - 2014-001s: Regarding the building code suggestion, Naomi Emmett is in the process of working on a sky map with Jay Silber.

   b. **Proposals**
      - Cigarette butts in front of JSOM building. After discussion between the representatives over this proposal, Paula asked for a motion to accept the proposal creating an ad hoc committee. Jayar Medlock motioned to accept the proposal and Richard Mills 2nd the motion.
      - Paula took a vote asking for raised hands in favor. Majority in favor of vote, motion carries.
      - Jayar will create the ad hoc committee and the executive board will appoint the chair.

9. **New Business**
   - Staff Council elections will be open until July 18, 2014.
   - The Benefits Committee will get the results on July 18th and meet to discuss the election results.
   - Now is the time to make nominations for the Sandee Goertzen Award. Any Staff Council representative may nominate any existing Staff Council representative for the award.
10. Adjournment
Donna Everson motioned to adjourn; the motion was 2nd by DeAnn Hegi. Paula called for all members present to take a vote, all members present said “aye”. The meeting was adjourned at 10:30 a.m.

Respectfully Submitted,
By Deborah Buckner
Staff Council Secretary/Treasurer