1. Roll Call
   Present: Jamie Abrams, Letitia Andrews, Paula Austell, Caryn Berardi, Lynn Butler, Daniel Calhoun, Lou Delcamp, Ramona Dorough, Naomi Emmett, Lewis Epps, Eric Fackler, Janice Gebhard, Selina Gu, DeAnn Hegi, Patrice Holt, Pia Jakobsson, Kelly Kaar, Emily Lacy, Dee Lambert, Mike Mogg, David Richardson, Sheila Rollerson, Julie Rooney, Carrilaine Schneckner, Joanna Tang, Chad Thomas, Vicente Torres, Melissa Wyder

   Absent: Michele Brown (Maternity Leave), Theresa Diaz, Nancy Finch, Jay Jascott, Nick McCormick, Jayar Medlock, Norma Richardson, Alice Salazar, Janie Shipman, Becky Wiser

   Guests: Colleen Dutton, Marco Mendoza, Sandee Goertzen, Jazzmyn Wilson, James Dockery, Nate Howe, Stephanie Edwards, Caitlynn Fortner, Grant Branam

2. Guest Speakers: Colleen Dutton, James Dockery, Nate Howe, Stephanie Edwards

3. Call to Order: Meeting called to order by President Paula Austell at 9:05 a.m.

4. Guest Speaker: Colleen Dutton – Associate Vice President, SPHR
   a. Spoke on:
      i. On the 13th, a Benefits Fair will be held in the Galaxy Rooms from 9:00am-4:00pm.
      ii. Open Enrollment of Benefits will be July 15th-31st
      iii. In regards to updates to Benefits – should know by the end of June.

5. Guest Speaker: James Dockery – Associate Vice President, SPHR
   a. Spoke on:
      i. Title IX
      ii. VAWA/Campus SAVE Act
      iii. Definitions of:
         1. Inappropriate Sexual Conduct
         2. Dating Violence
         3. Domestic Violence
         4. Stalking
         5. Consent
      iv. Employees have a duty to report misconduct
      v. Regarding Anti-Retaliation policies
1. Retaliation is: unfair, unproductive, destructive, and illegal.

vi. Questions? Please contact:
   1. James Dockery: x2292
   2. Nancy Bowles: x2223
   3. Institutionalequity@utdallas.edu

6. **Guest Speakers: Nate Howe and Stephanie Edwards – Information Security**
   a. Spoke on:
      i. Comet Space
         1. [www.utdallas.edu/cometspace](http://www.utdallas.edu/cometspace)
         2. 100GB online storage space – FREE!
      ii. Vulnerability reduction
      iii. Tech Standards
      iv. Awareness Training
         1. Available in eLearning
      v. Additional AskYODA questions
      vi. Custom department visits
         1. Do you have questions? We can help! Please contact us.
   vii. Upcoming Activities:
      1. NetID Plus
         a. [www.utdallas.edu/netidplus](http://www.utdallas.edu/netidplus)
         b. Launching today
         c. 2-Step Authentication
      2. Simplifying checkout procedures
      3. Supplemental brochure for Faculty and Staff
         a. Feedback needed
      4. Informational Resources has a new CIO
      5. Annual policy refresh
         a. Will be revising policies this summer
         b. Please provide feedback
      6. Online CAR forms
         a. Will be a fill-in type (similar to online tax filing)

7. **Review of May Minutes**
   a. Motion to Accept made by: Julie
   b. 2\textsuperscript{nd} by Letitia
   c. Motion Passed

8. **Committee Reports**
   a. Executive Board (Paula Austell)
      a. No quorum available – nothing to report.

   b. Attendance Report (Norma Richardson)
      a. Absent – No report made
c. **Student Government** (Caitlynn Fortner)
   a. New Student Government President and Vice President
      i. Caitlynn Fortner – President
      ii. Grant Branam – Vice President
   b. Will be updating the Comet Discount Program
      i. Located via Human Resources
   c. Organizing Student Art Showcase
      i. Meeting this Tuesday
   d. Drafting a proposal to improve The Pub

e. **Question: What are the requirements for Students/Staff to be on the Committee?**
   i. Weekly meeting attendance
      1. Meetings are held in the Galaxy Rooms @ 5:15pm
   ii. Volunteer at events

f. **Question: Do you need to be a Full-Time student?**
   i. Yes

g. **Question: The attire to qualify for the Spirit Fridays discount, is it not limited to orange/green?**
   i. The Spirit Friday’s program is under Dining Services, not Student Government.
      1. Per Janice – Will bring it up to Carrie

d. **Benefits Committee** (Naomi Emmett)
   a. Awarded 10 Scholarships.
      i. Waiting on transcripts
   b. Founders building Lilypad room has been approved and funded.
      i. **Question: Where in Founders?**
      1. On the 3rd floor in the Southeast corner. Space formerly used as a construction office.
   c. Regarding silver parking permits
      i. No updates

e. **Communications Committee** (Daniel Calhoun)
   a. No meeting in May
   b. Newsletter went out on the 7th
   c. One more newsletter (July/Aug)
      i. Articles will include:
         1. New Fitness Center
         2. Health law (the 30min/day allotment)
3. Scholarship winners
4. Election results
d. Meeting today

f. Fundraising Committee (Letitia Andrews)
a. Meeting on Friday
b. Looking into new fundraisers. Possibilities include:
   i. Garage sale
   ii. Chili cook-off
   iii. Expanding flower sales
c. Looking for new vendors for polo shirts
   i. Will continue to sell the polo shirts
d. December fundraiser will be the poinsettia sale
   i. Will be managed by the new Fundraising Committee
e. 23 bears were sold from the Graduation Bears sale

g. Staff Development Committee (Lynn Butler)
a. Staff Development did not have a meeting last month due to the Staff Appreciation Event
b. The event went very well and had a high rate of attendance.
   i. Per Julie – the Fit Bit giveaway was successful!
c. Per Paula – If you happen to see Dr. Jamison in passing, be sure to thank him for supporting UTD Staff.

h. Secretary and Treasurer’s Report (Jamie Abrams)
a. A bit over $7,000 right now
   i. Next month a breakdown will be reported after the Executive Board meeting
b. Endowments to come soon, which will cover the Scholarships

i. Faculty Senate (Dr. Tim Redman)
a. Absent - Nothing to report

j. Retiree Association (Sandee Goertzen)
a. Meeting was held on the 21st with TI, it went very well.
b. On Monday – Ate at the ‘Big Daddy’ Dining Hall and had a tour.
c. Next month will be at Eddies
   i. Located at Custer and 15th

University Committees
Per Paula – University Committees will be taking applications soon

a. **Parking and Transportation** (Paula Austell)
   1. Nothing to Report

b. **Campus Facilities** (Jay Jascott)
   i. Nothing to report

c. **University Safety and Security** (Chad Thomas)
   i. Nothing to report

d. **Women’s Center** (Melissa Wyder, Theresa Diaz, Janie Shipman, and Becky Wiser)
   i. Nothing to report

e. **IR Security, Planning, and Policy** (Arturo Elizondo, Jr.)
   i. Nothing to report

f. **Auxiliary Services** (Paula Austell)
   i. Nothing to report

g. **HOP Committee** (Paula Austell)
   i. Nothing to report

h. **Student Fee Advisory Committee** (Melissa Wyder and Lynn Butler)
   i. Nothing to report

i. **Committee for Support of Diversity and Equity** (Letitia Andrews, Yolanda Evans, Misty Hawley, Janie Shipman, Carrilaine Schneckner, Daniel Hernandez, and Selina Gu)
   i. Met in May
      1. Will be submitting a sample of Climate Diversity for the survey
      a. Coming out later this year
      b. Encouraging people to participate

j. **Intellectual Property Advisory Committee** (Jay Silber)
   i. Nothing to report

k. **Academic Calendar Committee** (Megan Gray and Sheila Rollerson)
   i. Nothing to report

l. **Information Security Advisory Committee** (Daniel Calhoun)
i. Nothing to report

m. University Sustainability Committee (Craig Lewis)
   i. Nothing to report

n. Wellness Committee (Paula Austell and Michele Brown)
   i. Nothing to report

9. Continuing Business
   a. Suggestions
      i. 2014-003s: Cigarette butts in front of JSOM building- (Ad Hoc Committee lead by Jayar Medlock)
         1. In Process
         2. Question: Is there an issue with dipping? Perhaps change the proposed signage to smoking Vs tobacco?
            a. Needs to be discussed and approved.
            b. Per Naomi – Dr. Jamison needs to approve proposed signs due to which cost center to use.

      ii. 2014-004s: Executive Board is looking into an ombudsman for employees.
          1. A meeting with Dr. Daniel and Dr. Wildenthal will be held on the 23rd. This will be discussed as well as the tuition waiver, the smoking issues, and any other concerns.
             a. Suggestions for topics of discussion are welcome
          2. Question: What about the Presidential Search Committee vote?
             a. Per Paula – Was voted to be on the search committee
                i. Will not be renewing her Staff Council position

      iii. 2015-001s: Allow retirees to use their silver parking pass when they go back to work 10-20 hours per week (Benefits Committee)
          1. Meeting set for the end of May

      iv. 2015-002s: Workplace bullying/harassment and other situations where faculty, administrators, and instructors are abusive to the staff. (Staff Development Committee)
          1. In process

      v. 2015-003s: Clearly color-coding the parking in PS3
          1. In process

      vi. 2015-004s: Smoking issue outside HH, has been looped in under 2014-003s as they are parallel issues. Jayar is handling this.
vii. **2015-005s**: Lot S parking use.
   1. Held until more discussion can be made

viii. **2015-006s**: Staff/Faculty Fitness Center - When finished, free to use?
    1. Spoke with Dr. Jamison, but need to hold another meeting for further discussion,
       a. Will most likely be discounted (vs free)
    2. Will open in the next few weeks (around the 21st or so)
    3. Will be holding a tour of the Fitness Center soon
       a. Snacks included
    4. **Question: Where is the Fitness Center in the SPN building?**
       a. Enter through the ‘3000’ door
       b. Take a left at HR, and go to the end of the hall
       c. Turn right
       d. There is a small sign next to the door, in the very back.

b. **New Proposals**
   i. N/A

10. Old Business

11. New Business
   a. Staff Council Elections! All nominations are due by June 19th, 2015
      i. **Question: What buildings are in what Districts?**
         1. They are listed on the website and the nomination forms.

12. Reminders
   a. $5 Fridays/Spirit Days in Dining Hall.
      i. Dining Hall is currently closed for construction!
      ii. IHOP construction has begun in PS3
   b. Faculty and Staff Dining Hall is closed as well
   c. Benefits Fair will be held on July 13th
   d. CARE Award Nominations are being accepted for Fall 2015!
      i. Deadline is Oct 31st, by 5pm.
   e. June 19th – Multicultural Center Juneteenth event / Bake Off!
      i. Please donate or join!
      ii. Plinth area at 5pm

13. Misc
   a. **Question: Are the new parking rates out?**
i. Possibly by the end of July
b. Sandee Goertzen Award Nominations are in!
   i. Melissa will be choosing the committee members
   ii. Remember: The committee members and its discussion are
       CONFIDENTIAL.
   iii. Nominations are closed

14. Upcoming Guest Speakers:
   a. July: N/A

15. Adjournment
   a. Motion to Adjourn made by Pia
      i. Motion 2nd by Eric. Motion Passed.
      ii. Meeting adjourned at: 10:38AM

Respectfully submitted,

Jamie Abrams
Staff Council Secretary/Treasurer