

UTPB Staff Council

Meeting Minutes

April 2, 2009

I. Call to order

Bob Vasquez called to order the monthly meeting of the UTPB Staff Council at 3:00 pm on Thursday, April 2, 2009 in room MB 4206.

II. Roll call

Lisa Belue conducted roll call. Members present were Bob Vasquez, Audra Tijerina, Nathan Smith, Gloria Carpenter, Stacey Fuqua, Sylvia Rede and Lisa Belue. Members not present were Jeff Berry, D. Ellen Reedy, and Karen Martinez. Also present was guest Michael Swindle, Chair for the UT EAC.

III. Guest Speaker/Presentation

Swindle reported on the most recent UT EAC meeting. Topics included:

- Salary equity
- Time keeping for night workers on jury duty
- Flex time
- Probationary time for interdepartmental transfers
- System-wide leadership diversity
- Sharing institution resources
- Adding links to EAC's website to post all institutions' job posting
- House Bill to allow sick leave for wellness activities
- Resubmitting the Employee Tuition Assistant Program to the new Chancellor
- Possibility of having a staff representative as an ex-officio member of the Board of Regents (there is already a student representative and faculty has made a request to have a representative present)

IV. Approval of minutes from last meeting

There were no minutes available from the February meeting.

V. Announcements and remarks from the Chair

- Discussed filling Susan Germany's post; D. Ellen, as Elections Sub-Committee Chair, is working on upcoming elections.
- The survey for staff regarding the Council is ready; Bob will send the link via e-mail. Physical Plant administration will be asked to tell their staff that do not have computers. Audra volunteered to assist anyone who needed it; they can come to Human Resources during normal working hours.

VI. Announcements from the UTPB Administrative Council (AC) and Agenda Items

- SACS remains the priority of the AC and activity continues to be more hectic. The QEP is "Critical Thinking" and we are in the process of filling the new department's Director, Admin Asst and Asst Director.
- The Chancellor will be on campus April 8-9. The President's administrative assistant has requested that the Staff Council's Executive Committee attend a luncheon with the Chancellor on April 9.
- Dr. Watts has requested the creation of a Cost Savings Committee to design a plan to remove \$4.5 million dollars from next year's budget; if necessary.
- The Chancellor will be Guest Speaker at our upcoming Honors Convocation; we are all encouraged to attend.

VII. Officer Reports

None

VIII. Committee Reports –

None

IX. Unfinished Business

None

X. New Business

A File Retention expert will be on campus April 20-22 offering training

XI. Adjournment

Bob adjourned the meeting at 4:00 pm.

XII. Next Monthly Meeting

Thursday, April 16th at 2:00PM

Minutes submitted by: Lisa Belue

District*		Dept	Ext	Mail	Fax	E-mail	Term Exp
AA	Rede, Sylvia	History, Literature & Language	2281	MB 4106	2125	rede_s@utpb.edu	2009
AA	Reedy, D.Ellen	IRD	2421	MB 2276	2416	reedy_de@utpb.edu	2010
BA	Berry, Jeff	Reprographics	2835	MB 1106	3835	berry_j@utpb.edu	2010
BA	Tijerina, Audra	Human Resources	2752	MB 4224	3747	tijerina_a@utpb.edu	2010
PO	Belue, Lisa	Athletics	2267	GYM 200	3675	belue_l@utpb.edu	2009
PO	Fuqua, Stacey	Institutional Adv	2809	MB 4230	2808	fuqua_s@utpb.edu	2010
SS	Carpenter, Gloria	Financial Aid	2626	MB 1225	2621	carpenter_g@utpb.edu	2009
SS	Vasquez, Bob	Financial Aid	2620	MB 1225	2621	vasquez_r@utpb.edu	2009
AL	VACANT						2009
AL	Martinez, Karen	Graduate Studies	2532	MB 1208	3530	martinez_k@utpb.edu	2010
AL	Smith, Nathan	HSI	2153	MB 4109	2416	smith_n@utpb.edu	2010

AA=Academic Affairs; BA = Business Affairs; PO = President's Office; SS = Student Services; AL = At Large