

UT Staff Council
General Meeting Minutes
December 19, 2013
POB 2.302 (Avaya Auditorium)
2:00 PM

Present:

Adams, Ashley; Adams, Christopher; Adrian, Leah; Baldwin, Ryan S; Banbury, Alex; Bevington, Lizbelle; Blaney, Karen; Brzozowski, Tracy L; Costa, Richard L; Crouch, Stephanie W; Dallas, Larayne; Davis, Dawn M; Dean, Michael; Derry, James; Eitelbach, Jason; Faunes, Enrique; Fitch, Rebecca; Ford, Kayla M; Frahm, Erika L; Gavenda, Philip M; Gonzales, Roberto; Goudreau, Christopher B; Grier, Victoria K; Guza, James; Harris, Anna; Hernandez, Robert; Howard, Courtney; Jean, Sylvia; Jones, Cameosha; Kelly, Maureen F; Kendrick, Jeb; Kresha, Matthew R; Liberty, Larry; Lyon, Colleen; Miller, Vicki A; Montgomery, Julia; Myrick, Elizabeth; Roberson, Decarlos R; Rosenberg, Robyn; Stoval, Brian; Tendler, Stuart M; Tenney, Margaret; Thomas, Gary A; Vela, Ricardo; Velazquez, Fernando; Viteo, Jennifer

Absent:

Anderson, Anthony; Bernard, D J; Bitzel, Alanna M; Bowens, DeAunderia; Cantu, Veronica R; Crawford, Cynthia L; Cross, Katherine A; Farahnak, Jeannie L; Faulkner, Monica; Fehlman, Barbara L; Fratkin, Melyssa; Galewsky, Dan; Gorelik, Vadim; Grace, Kathy; Gully, Molly; Hill, Bryan S; Kaufman, Cheryl L; Kruse, David; Lloyd, Teresa L; Ozuna, Derrick A; Riazzi, Carol B; Richmond, Jo Ann; Rodriguez, J Gumaro; Thompson, Alisha E; Winegarten, Debra

Guests: None

The meeting was called to order by chair Erika Frahm at 2:00.

Chair's Report

Erika Frahm reported:

- Next Meeting January 16, Avaya Auditorium, 2:00 pm
- Think about best time for March meeting – we will vote at next meeting
- March meeting will include practice run of presentations
- Lynda.com launch
 - All licenses were claimed in first 26 minutes
 - President Powers has agreed to buy more licenses
 - Considering licenses for whole UT Austin
- Committee timeline same as last month – May 8 is final presentation date

Recording Secretary's Report

Gary Thomas reported one correction to the November Minutes Draft – change “COSA” to “CASA” and asked for approval of the draft with the correction. Minutes were approved.

Committee Reports

Chair, Erika Frahm stated that the plan is to formally approve today the general content of each of the Committee's reports to the President. The body will vote to approve after each committee declares what the major content will be.

Staff Educational Benefit Committee Report

Vadim Gorelik reported the major points to be:

- Inform staff about SEB
 - Add SEB page to UTSB website
 - Recommend changes to HRS SEB webpage
 - Host info sessions
- taking course work during workday
 - compose staff/supervisor FAQ points
- Federal tax on graduate courses taken as a benefit
 - review tax law with Payroll
 - recommend removal of tax on graduate courses

These points were approved by voice vote of the general assembly.

Sustainability Committee Report

Chair Karen Blaney, announced an upcoming office swap event, set for January 15. The location will be announced on UT calendars. The Sustainability Committee is proposing:

- Move ahead with producing an educational video about UT sustainability
 - Material has been reviewed
 - Approaches and content recommendations
 - Propose handoff of production responsibilities
 - Request President's Office to match funds of Sustainability working group

Erika Frahm asked for a vote to approve hand-off of the video project and that UTSC will make a funding request to the President (after budget is known - current estimate is \$7K). These points were approved by voice vote of the general assembly.

Shared Services Committee Report:

Chair Leah Adrian reported the following points to be in final report:

- Write a resolution
 - Support UT's goal of no layoffs due to Shared Services
 - Continue Town Hall meetings throughout Shared Services planning
- UTSC SSC involvement in Pilot Program
- Recommend that administration create a seminar and career fair to go with launch of Shared Services
- Support direct UTSC communication with Faculty Council
 - Faculty Council not speak for Staff
 - Staff Council not speak for Faculty

These points were approved by voice vote of the general assembly.

Special Projects Committee Report

Chair Jeb Kendrick reported the following points to be in final report:

- Documentation Tool
 - Purpose: Track committee work easily and effectively
 - Scope: Past, Present, Future committee work
 - Description: UT Wiki
 - List action items
 - Status - complete/pending/incomplete
 - Reasons/Explanations
 - Wiki contents
 - Report Year
 - Title (with link to report)
 - Description (bullet points from reports)
 - Status (pending, open, closed)
 - notes
 - Pending item: Why pending?
 - Open items: Action needed, other info
 - Initially for committee/UTSC, Future for all Staff
- Presentations
 - "Buckets of Money" - How money works at UT
 - Ashley Nemec & Mary Knight
 - Spring (likely)
 - CareerSmart credit
- Alternative transportation to work
 - Purpose: Raise awareness of alternatives
 - Scope: Whole UT community
 - Description: How will we organize, promote, track?

These points were approved by voice vote of the general assembly.

Jeb Kendrick presented the draft of the resolution regarding Competitive Partners Benefits Resolution with previously recommended changes incorporated (Attachment 1). A motion was made to pass this resolution as it stands now. The motion passed by voice vote.

Communications Annual Committee Report

Chair Phil Gavenda reported the following points to be in final report:

- Create UTSC web presence using UT Blogs Service
 - Quick updates (no 3rd party)
 - Can be superseded as better options become available
- Create/update UTSC social media presence
 - e.g. Facebook, Twitter
 - Clarify with bylaw change

These points were approved by voice vote of the general assembly.

Phil reported that the new group e-mail system, called "Regroup" is on track for release in February. The project leader is looking for test subject volunteers. If interested, e-mail Communications Committee or e-mail Erika.

Unfinished Business

There was a question about the meeting summaries produced by the Communications Committee. According to a bylaw change last year, the Communications Committee is now a continuing committee each year and the summaries will also continue next year.

New Business

None.

The meeting adjourned at 2:35.

Minutes Approved February 20, 2014

Gary Thomas
Recording Secretary