

UT Staff Council
General Meeting Minutes
April 17, 2014
POB 2.302 (Avaya Auditorium)
2:00 PM

Present:

Baldwin, Ryan S; Banbury, Alex; Blaney, Karen; Brzozowski, Tracy L; Costa, Richard L; Crouch, Stephanie W; Dallas, Larayne; Dean, Michael; Derry, James; Farahnak, Jeannie L; Faunes, Enrique; Fehlman, Barbara L; Fitch, Rebecca; Ford, Kayla M; Frahm, Erika L; Gavenda, Philip M; Gorelik, Vadim; Grier, Victoria K; Hernandez, Robert; Hill, Bryan S; Jones, Cameosha; Kendrick, Jeb; Liberty, Larry; Lyon, Colleen; Myrick, Elizabeth; Ozuna, Derrick A; Roberson, Decarlos R; Rosenberg, Robyn; Stovall, Brian; Tendler, Stuart M; Tenney, Margaret; Thomas, Gary A; Vela, Ricardo; Viteo, Jennifer

Absent:

Adams, Christopher; Bernard, D J; Bevington, Lizbelle; Bitzel, Alanna M; Cantu, Veronica R; Crawford, Cynthia L; Cross, Katherine A; Davis, Dawn M; Eitelbach, Jason; Faulkner, Monica; Faulkner, Whitney; Fratkin, Melyssa; Grace, Kathy; Guza, James; Hard, Nancy; Harris, Anna; Haynes, Matthew; Howard, Courtney; Kaufman, Cheryl L; Kelly, Maureen F; Kresha, Matthew R; Montgomery, Julia; Riazzi, Carol B; Velazquez, Fernando;

Guests: Claire Moore, Work/life Balance and Wellness Manager

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

Guest Presentation

Claire Moore, Work/life Balance and Wellness Manager, announced that the Farm to Work program is returning next week. She also announced an upcoming physical fitness challenge from May 1, through June 12.

Chair's Report

Chair Erika Frahm reported that:

- The next meeting, with annual reports to the President, is May 8, 2:00 (earlier than usual date), in Avaya Auditorium.

- Lynda.com implementation for the full campus is underway and we hope to launch this summer.
- Volunteers needed for President's Staff Awards Wednesday, May 7 at 10:00 a.m. to noon at the LBJ Auditorium. Pizza luncheon on Wednesday, April 30 from noon – 1:30 p.m.
- Final reports due to Erika by April 25th
- Presentation practice runs, what to look for:
 - Would this be clear to someone with no background on the topic?
 - Is the tone respectful, collaborative, and open? Does it invite discussion or shut down discussion?
 - Is this enough info? Too much info?
 - Does this flow?

Recording Secretary's Report

Recording Secretary, Gary Thomas, reported that last month in the March meeting, there was not a quorum present when the February minutes were approved. Therefore we need to approve them again, with a quorum present. A motion was made to approve the corrected February 2014 minutes and it passed unanimously. A motion was made to approve the corrected March 2014 minutes and it passed unanimously.

Parliamentarian's Report

Parliamentarian Stuart Tandler presented two bylaw revision proposals. Stuart characterized both as unlikely to be needed, but, preparation for a worst case.

The first will make an addition to Section VIII., F., 4. (UTSC Standing Committees-Standing Committee Purviews-Communications; page 20 of the current bylaws):
Text to be added:

d. The Communications Committee shall be responsible for all UTSC social media sites. The purpose of UTSC social media is to promote the council in general and to provide useful platforms for communications. The Communications Committee is responsible for monitoring social media sites in accordance with university guidelines. Staff Council's Executive Officers will share these responsibilities with the Communications Committee, and the Committee will coordinate as appropriate with the Executive Officers to ensure adherence to these principles.

After discussion, a motion was made to approve the first proposal and it passed unanimously.

The second proposal will make an addition to Section III., F. (Membership-Duties; page two of the current bylaws):

Text to be added:

1. When representing Staff Council, it is the duty of all members to adhere to these bylaws and to uphold the reputation of Staff Council. Any claim that a member has abused or misused their position in any way shall be reviewed by the Executive Committee and, after consultation with the individual or individuals involved, the Executive Committee may take a two-thirds majority vote to rescind membership.

After discussion, a motion was made to approve the second proposal and passed with required 2/3 majority.

Nominations and Elections Committee Report

Erika reminded us that in March we had approved suspending the bylaws to nominate the Parliamentarian and the Recording Secretary for the next term in the April meeting rather than in the May meeting as called for in the bylaws. However, we did not have a quorum present, therefore we need to repeat that approval to make it effective. A motion to suspend the bylaws to enable nominations for the Parliamentarian and the Recording Secretary for the next term in the April meeting was made and it passed unanimously.

Nominations and Elections Committee chair Derrick Ozuna opened nominations for Parliamentarian for the 2014-15 term. Jeb Kendrick was nominated and he accepted. There were no other nominations, therefore Jeb Kendrick will serve as UTSC Parliamentarian for the 2014-15 term and there will not be an election for Parliamentarian in June.

Nominations and Elections Committee chair Derrick Ozuna opened nominations for Recording Secretary for the 2014-15 term. Gary Thomas was nominated and he accepted. There were no other nominations, therefore Gary Thomas will serve as UTSC Recording Secretary for the 2014-15 term and there will not be an election for Recording Secretary in June.

Shared Services Committee Report:

Leah Adrian gave a practice presentation containing previously approved content for her committee. Considerable discussion, comments and suggestions followed.

Sustainability Committee Report

Karen Blaney gave a practice presentation containing previously approved content for her committee. Considerable discussion, comments and suggestions followed.

Communication Committee Report

Phil Gavenda gave a practice presentation containing previously approved content for his committee. Considerable discussion, comments and suggestions followed.

Unfinished Business

None.

New Business

Erika reminded us of an employee engagement survey that was done about two years ago. Another employee engagement survey will be done in a few weeks. Erika will send us an announcement. She encourages us to take it and to encourage staff in our district to participate.

Kayla Ford announced that the "Buckets of Money" presentation will take place on May 27 in Avaya Auditorium. Mary Knight will be there. Everybody is invited.

The meeting adjourned at 2:56 p. m.

Minutes Approved June 19, 2014

Gary Thomas
Recording Secretary