

UT Staff Council

General Meeting

October 15th, 2015

POB 2.302 (Avaya)

2:00 PM

Present:

Rep Full Name	October
Stacey Leigh Bennett	X
Tracy Brzozowski	X
Stephanie Crouch	X
Larayne Dallas	X
Jaime K Davis	X
Marcy K Drapes	X
John Duttinger	X
Jason Eitelbach	X
Jeannie L Farahnak	X
Rebecca Fitch	X
Edgar Garza	X
Philip Gavenda	X
Christian S Glakas	X
Teresita Gonzalez	X
Larrimie J Gordon	X
Bryan Hill	X
Vicky A Killgore	X
Gary Komas	X
Jeffrey David Meserve	X
Vicki A Miller	X
Michelle M Monk	X
Wendy C Nesmith	X
Stephanie Perrone	X
Mary Pettengill	X

Melissa Lynn Pollard	X
Pratikshya Rijal Trimble	X
Adrian Rocha	X
Susan Stockton	X
Kamela Syed	X
Rebekah A Sylvia	X
Marcus D Tubbs	X
Stephen Walker	X

Absent:

Rep Full Name	October
Ana Aguilar	
David Barrett	
Steven Blackwell	
Joseph Bussey	
Estrillita Carlos	
Joshua Carmouche	
Chelsea Cowley	
Lee Ann Gibson	
Elizabeth Cobbe Goeller	
Jeremiah D Gunderson	
Amy Harding	
Robert Hernandez	
Daedelus J Hoffman	
Elizabeth R Krieg	
Theresa Lavorgna	
Lynne Levinson	
Karen Little	
Jose Francisco Lopez	Resigned
Shannon C Mann	
Rita C Moreno	
Ashleigh A O'Connor	

Adriel Salazar	
Shukree Shabazz	
Jeffrey Shaver	
Dustin Slater	
Andrew Spiegel	
Stuart Tandler	
Tameka Thomas	
Terence M Thomas	
Matthew D Tokoly	
Ricardo Vela	
Marie Warden	
Daniel P Zmud	
Denise Zuniga	

October Meeting:

The meeting was called to order by Stuart Tandler, UTSC Chair at 2:03 PM

Guests:

Karen Blaney, Claire Hahn, Dr. Bob Harkins

Chair's Report

Thanksgiving Potluck- The Recreation Sports Center

Next UTSC Meeting Dec 17th

UTSC Sustainability Luncheon

Karen Blaney- Office of Sustainability for the phase two master plan for sustainability master plan on campus. Input sessions are available for staff discussions and a survey to participate.

Claire Hahn- Wellness Screening happening in the fall. UT Mammogram Day mixer. PRC Health and Lifestyle Expo. Farm to Work- One more week but will end due to drought.

-Q: Stephanie Crouch- Asked about challenge about Farm to Work for "Each Local Challenge".

-A: Challenge is still going and if you order 3 times then you can get prize

Vice Chair Report

There was recently a TRS Reporting Change took effect September 1st- Reporting to TRS on Check date versus pay period. You can find out more at <https://www.utexas.edu/payroll/index.html>

Recording Secretary's Report

Meeting notes for June/August/Sept-October were approved at this meeting

Professional Development Committee- Chelsea Cowley

Two Projects

1. Professional Development Fair/Web Resource launch
 - a. Date March 23rd at 11:30 AM FAC 328
 - b. Lots of stakeholders- CareerSmart, Organizational Diversity and Development at DHFS, Hispanic Faculty Staff Association, iForty
 - c. Possible to have this catered
2. Resume workshop
 - a. All 4 career counselors at the Vick Center will be assisting
 - b. Two sessions will be conducted to measure interest

Campus Environment Committee- Gordon Larrimie, Chair

UTSC Sustainability Luncheon- October 22nd

Diversity Update:

- Diversity Luncheon and Learn Series
 - o Identifying stakeholders to have join
 - Athletics Diversity and Inclusion Council
 - DDCE

Parking and Transportation

- Car and Van Pool
- Bike Share Program
 - o Looking at Fundraising
- Raise Awareness by cross promoting

Workplace Culture Committee- Edgar Garza, Chair

Three projects

- Staff shower facilities for people to commute to campus
 - o Identified stakeholders
 - o Discussing how often these facilities are being used- security, access, costs for maintenance and cleaning. any additional issues
 - o Work with Clair Hahn to discuss shower issues because they are doing the same
 - o Q1: Jeanne- Take into consideration security of the facilities
 - o A1: Agreed
- Educate staff about flex time
 - o Trying to identify a stakeholder in HR for Flex time
- Educate for Employee Evaluations

- With ASMP and Workday- employee evaluations will be standardized throughout campus
- Will be tabling project for now
- Q1- Chelsea update- Workday is going to have a system in place where the performance reviews are centralized and electronic. This will provide transparency and consistency for performance evaluations.

Communication Committee- Dustin Slater

No updates

Grant Program Update: Jason Eitelbach

Need to take a break and make it digital to streamline the application process

Looking to soft launch for the spring semester

Membership and Elections- Ricardo Vela

Welcome new representatives

Office of Campus Safety & Security- Bob Harkins: <https://www.utexas.edu/safety/>

Organization Chart: <https://www.utexas.edu/safety/about/orgchart.html>

Committee for Campus Safety and Security: <https://www.utexas.edu/safety/about/committee.html>

Core Crisis Management Team (CCMT): Key leaders when there is an emergency situation.

Critical Incident Response Team (CIRT): This is a group who is responding to student critical issues

Behavior Assessment Team (BAT): This is a team that look at threat assessments throughout campus specific to a student who is potentially is a threat

Threat Assessment Team (TAT): This is a team that looks at staff and faculty who might potentially be a threat

Counseling and Mental Health Center: Focuses on the student side of the house on providing resources for students: <http://cmhc.utexas.edu/bethatone>

Employee Assistance Program: Provides help and counseling for staff and faculty and work life balance. <http://www.utexas.edu/hr/current/services/>

Behavior Concerns Advice Line: 512-232-5050 this is a phone service that helps you express concerns about a staff, faculty or student concerns

Building Manager Program- Designated by Senior University Official assigns someone who helps with security, emergency planning, renovation and repair, special projects and events, communications. <https://www.utexas.edu/safety/preparedness/managers/>

Plans for the Office of Campus Safety and Security: <http://www.utexas.edu/safety/plans>. Red Book is the one that helps with building manager plan

Communication: If there is a threat to campus- Emergency Management will communicate through several medias- Text Messages, sirens, website, social media, and email.

Sign up for text messaging through: www.utexas.edu/safety/preparedness/

Resources:

Emergency Preparedness Desktop Receptionist Guide:

https://www.utexas.edu/safety/preparedness/plans/EP_flipbook-Interactive.pdf

Active Shooter video:

<https://www.youtube.com/watch?v=5VcSwejU2D0>

Q1: Loreen - VOIP phones were supposed to ring a week over Wednesday

A: Will need to check with IT side of the house for why that didn't happen

Q2: Vicki- Discussed a scenario where a faculty member was accosted by a gunman and didn't feel like they were prepared to handle the situation. Expressed a desire that UTPD would do better next time.

A: Dr. Harkins expressed that they need to do better with communication and that he has schedule where he needs to provide text updates every 15 minutes but often it is difficult with the demands of the situation.

Q3: Asked for suggestions about how to manage a student who is threatening a chairman and there is a restraining order. Staff wants to know manage future issues.

A: Make sure UTPD is aware of the student and who they are so they can keep an eye on them

Q4: Jason Eitelbach: Wanted to know status of getting BACs on external doors

A: External doors are easy for new facilities but are hard on older buildings that are have architectural standards. Inside the building is a University responsibility and a Department or College decisions. It would be ideal if all the buildings have BAC only access but there are issues about what needs to be alarmed and what doesn't need to have points and alarms. Also- cost of shifted to the department and clients.

Q5: Gordon: What is the start date for false alarm charges for departments?

A: Does not know the start dates and will most likely start it when a FY start so people can budget for this additional costs. Also- 4-6 free false alarms will be allowed first.

Unfinished Business

None

New Business

None