

Please note: These minutes were not brought before the Staff Council for official approval.

UT Staff Council: General/Working Meeting

August 18th, 2016

NOA 4.106, 2:00 – 3:30 PM

Roster:

Name	District	Attendance
Jaime Davis	110.1	P
Victoria Cervantes	120.2	P
Larayne Dallas	130.2	P
John Vernon	140	P
Elizabeth Krieg	160.1	P
David Barrett	190.1	P
Ana Dison	202	P
Maureen Kelly	220	P
Page Stephens	230.2	P
Alex Reshanov	240.1	P
Tiffany Carmichael	291	P
Teresita Gonzalez	300.2	P
Philip Pool	322	P
Rachel Poole	342	P
Ana Aguilar	360	P
Jeff Meserve	391	P
Shannon Mann	411	Absent
Joe Posada-Triana	422	Absent
William Pieper	431	Absent
Sean Saxe	442	Absent
Marcy Drapes	451	Absent
Joseph Bussey	460.2	Absent
Ricardo Vela	461	P
Michael Walker	470.1	Absent
Wendy Nelson	470.2	Absent
Vicki Miller	491	P
Robert Hernandez	511	Absent
Stephanie Myers	522	P
Tamika Thomas	530.3	P
Eda Matthews	540.1	P
Trace DeMont	540.2	P
Stephen Walker	550	P
Dustin Slater	550.1	P
Caroline Taylor	550.2	P

Larrimie Gordon	560.1	Absent
Anthony Pass	560.2	Absent
Danielle Myricks	560.3	P
Courtney Glynn	560.4	Absent
Catherine Warden	600.1	Absent
Derrick Ozuna	600.2	Absent
Susan Stockton	610.1	Absent
Luke McEneny	652	Absent
Maria Ruffino	660	P
Gary Kosmas	660.1	P
Jocelyn Elder	660.2	Absent
Miles Sapp	672	P
Elizabeth Cobbe Goeller	701	P
Jenna Dugan	999	P
LeeAnn Gibson	999	P
Bryan Hill	999	P
Jason Eitelbach	999	P
Tracy Brzozowski	999	Absent

Guests: No Guests/working meeting

August Meeting:

The meeting was called to order by Jason Eitelbach, UTSC Vice Chair at 2:00 PM

Chair's Report (Jason Eitelbach):

MyUT portal is now in production for UT students. They are seeking input from staff members on how they might use the portal.

The Lynda.com contract runs through April 2017 and negotiations are starting soon. If you have any success stories please send them to Erika Frahm.

Elizabeth Krieg is the new Issues Chair and Ana Aguilar is the new Nominations and Elections Chair.

New email aliases in place to direct questions to officers or chairs (Issues, Nominations, etc.) A complete list can be found on the Officer page: <http://utdirect.utexas.edu/pnsc/officer.WBX>

The retreat in July served to raise a lot of questions. Bryan Hill, Parliamentarian, has prepared an FAQ page on the wiki (<https://wikis.utexas.edu/display/utsc/UT+Staff+Council+Home>) that address matters such as having to pay for parking, Rec Sports, etc. The reasons why are listed. If any questions are missing contact Jason, Elizabeth, Bryan, or Jaime Davis.

Communications Chair Report (Dustin Slater):

The communications calendar will be reviewed. The committee plans to address the feedback received about desiring more outreach and communications. The committee plans to create a more formal communications plan to help members.

Currently the plan is to provide the agenda ahead of the meeting so Representatives and other potential attendees will know what will be discussed. The goal is to send the agenda to the Reps by the second Thursday of the month and post it on our website. That would allow time for the Reps to communicate with their districts before the meeting, which is on the third Thursday. The Secretary will take the minutes. The minutes will be provided to Communications Chair so they may prepare the executive summary the following week. This will be one week before the agenda for the next meeting. This means once every two weeks someone from the Executive Committee will be sending out an email.

There was discussion about the frequency of the emails, as well as whether the emails to the constituents should be sent by the Representatives or by either the Chair or Vice Chair. If the Chair or Vice Chair sends the emails, that would ensure all districts receive some communication, including those without representatives. However, this would also remove the main opportunity for Representative to communicate with their districts. Other communication beyond a once a month email is encouraged.

Representatives present voted for the Chair to send the email, then the Representative would follow-up with their district. The main driver for the decision was so that districts without representatives would still receive information from Staff Council. The goal is to have more engagement with the staff. Metrics from Regroup will be analyzed to see if this change in communication results in more engagement.

The email sent by the Chair will be sent once a month prior to the meeting and will include the summary of the previous meeting in an attachment. The agenda will be sent about a week before the meeting so that representatives know what to expect at the meeting and they can use it to show their supervisor.

Unfinished Business:

At the retreat, 16 topics were discussed. Those topics were grouped into 4 committees: Communications, Active Living, Professional Development, and Outreach.

New Business:

None

The meeting adjourned at 3:25 PM

Ricardo Vela

Recording Secretary