

Staff Senate Log of Employee Concerns/Suggestions July 2008-June 2009

Date	Comment	Staff Senate Decision
7/14/08	I don't understand why a secretary who gets little salary pay should buy a \$85.00 parking permit, same as faculty or staff that have high salary pay. I think people who pay less should be paying less for the permit. (from ssenate@utpa.edu)	Date of meeting: 8-20-08 Result: Two members recommended for appointment to Parking and Traffic Committee. (two senators appointed to Parking and Traffic Committee on 8-22-08)
7/15/08	Would it be possible for the graduate office to waive the application fee for UTPA staff seeking a graduate degree? (from ssenate@utpa.edu)	Date of meeting: Result:
7/16/08	One suggestion that has been posed to me by my department has been the Sick Leave Pool Policy <i>HOP Sec. 7.6.10</i> . My colleagues feel more staff would be inclined to contribute to this pool if these sections were amended to one, be more inclusive and two, to be able to designate hours to a particular individual if they meet all other qualifications. <i>Section D Pool Administrator</i> The only person appointed to make this decision is the Director of Human Resources and his/her decision is final. <i>Section E 4 - Contributing to the Sick Leave Pool</i> – Sick leave contributed to the pool may not be designated for the use of a particular person. (2 submissions: from a senator and a faculty member)	Date of meeting: 8-22-08 Result: Human Resources will be invited to speak on the sick leave pool and current processes/regulations at a future meeting. Invitation sent 8-22-08 by chair, and Frances Rios immediately replied and indicated HR would be delighted to send representatives to speak to the senators at a future date.
8/20/08	What are the regulations regarding scheduling vacation time by staff? Some staff members are discouraged from taking a week's worth of time when scheduling vacation. (from a faculty member)	Date of meeting: 8-20-08 Result: Human Resources will be invited to speak on vacation processes/regulations at a future meeting. Invitation sent 8-22-08 by chair, and Frances Rios immediately replied and indicated HR would be delighted to send representatives to speak to the senators at a future date.
8/25/08	Is there any way that someone can bring up the issue of no shuttle service to the Annex building (on Closner)? It would be nice if shuttle service could run there so that staff do not have to drive personal vehicles to campus and then try to find parking. (from ssenate@utpa.edu)	Date of email response: September 3, 2008 Result: Bus drivers and shuttles are paid for by student services fees. Students for the most

For Future Consideration

		<p>part do not have to go to the annex. Fees cannot be used for staff transportation.</p>
<p>8/27/08</p>	<p>1) I am very concerned about the current condition of the grounds at the University. It may be due to the excessive amount of rain lately but around the Administration Building and other areas I've noticed, there are many weeds - along unedged walkways and up near buildings, trash left and not picked up, other indications that some of the pride has left regarding how our campus looks. I consider our campus a jewel and a point of pride - I hate to see it unkempt and not taken care of.</p> <p>2) I'd like to see the campus dining offer a salad only, soup only or a soup and salad combo (no refills) at a lesser price than the full all-you-can-eat buffet. This would encourage healthier eating, and allow staff to not leave campus to eat a healthy, smaller lunch at a lower cost. Maybe this could be offered only one or two days a week as a trial.</p> <p>3) I think new staff (as well as some old) members could benefit from a day to weeklong introduction to the University - various departments, colleges, buildings, library - who does what where so we can be informed and ready to help students. It would be like an orientation but for new staff or for older ones who never attended the University or who want to become more aware of changes over the years. I would also like to have speaking points regarding the University's goals, missions and accomplishments to be distributed among staff annually so we are ready to tout our great University to others to our church, outside organizations we are involved in, visitors - family or campus. I think we are all marketers and promoters of this institution and it would be helpful to have accurate current info to do help do this.</p> <p>4) I think the minutes of the President's Council meetings should be shared with all staff - we all need to know what is going on around here. I think this could be done on a Web site that a person could access to read them.</p> <p>Just a few thoughts. Thanks. (from ssenate@utpa.edu)</p>	<p>Date of email: September 3, 2008</p> <p>Result: Suggestions were forwarded to Carol Rausch and James Langabeer to enhance communication. Carol Raush highlighted the Points of Pride on the main webpage (http://www.utpa.edu/pride/) and also indicated that Summary Notes would be available on the President's website in the future. An orientation for university employees was held on 9-4-2008 to introduce and highlight the University's goals and mission.</p> <p>James Langabeer shared the email with several key departmental managers for auxiliary services and physical plant. He also stated he walked around the administration building and could not identify any areas in disrepair.</p>
<p>10/3/08</p>	<p>Are there any plans to change our leave policy for funeral leave? For example, death when it involves close friends and other relatives for example, aunts, uncles, in-laws, etc., to allow staff to take the 24 hours? Our current policy does not allow staff to take funeral leave for these types of deaths, but the policy isn't consistently followed.</p> <p>Suggestion for staff senate to pursue updating the policy to allow employee's the option especially with so many blended families, step-children, or children that you take care of without legally adopting them.</p> <p>*Note: Employee is also concerned about how our rules correspond to governmental and state codes/legislation. (from a staff member)</p>	<p>This topic will be shared with HR staff at next meeting.</p>

10/9/08	I have been hearing from the physical plant staff that some of the people there did not get the 600.00 minimum salary increase. Has anyone else heard or know of this happening? If that is true then the letter that the president wrote on the pay raise might not have been followed by some of the departments. It is a subject that deserves discussion. (from ssenate@utpa.edu)	Topic was presented at Staff Senate meeting on October 15, 2008. After discussion, a meeting was held with Oscar Villarreal and Alberto Luis on October 28, 2008. A letter was sent to interested parties summarizing the meeting. Communication to all staff is an area that warrants future investigation.
10/16/08	Would it be possible to expand Employee Education Benefit Waiver to employees seeking personal enrichment? (from a staff member)	

**For Future
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