

**The University of Texas – Pan American  
Staff Senate - Your Advocate  
[www.panam.edu/orgs/staffsenate/](http://www.panam.edu/orgs/staffsenate/)  
November 20, 2002**

Name	P	A	Name	P	A	Name	P	A	Name	P	A
Benavides, Isabel	X		Giambri, Janie S.	X		Ocanas, Leticia	X		Saenz, Celia M.	X	
De la Garza, Hector	X		Gilpatrick, Gloria	X		Patton, John	X		Sparks, James	X	
Dominguez, Armando	X		Hampton, Anthony	X		Ramos, Arturo	X		Stiles, Bradley	X	
Espinosa, Alicia	X		Mendoza, Joe		X	Reyes, Velinda	X		Trevino, Efrain	X	
Getchell, Jeff	X		Morley, William	X		Rodriguez, Patricia	X		Ybarra, Sylvia R.	X	

**I. Call to Order** - 2:40 p.m. @ Physical Plant Lounge

**II. Roll Call**

**III. Guests:** Daniel Richardson, Mr. Quintanilla, Rick Hernandez, Larry Thompson, and Victor Huerta

**IV. Reading and Approval of October 16, 2002 minutes**

Sylvia Ybarra motioned to approve, second by Jeff Getchell. Passed unanimously.

**V. Committee Reports**

Art Ramos reported that the Campus Facilities Planning Council had approved adding two handicap ramps for the Visitor's Center. President's Council discussed fee increases for such things as labs. Mr. Ballard will be presenting a new method for end of month reconciling. There were also revisions made to the Handbook of Operating Procedures; a few of which will impact staff. The grievance, sick leave and dismissal policies have all been updated for the new fiscal year.

Velinda Reyes spoke on the Strategic Planning Committee meeting. Chancellor Yudof's visit was discussed and what they believe his vision of leadership will follow.

Isabel Benavides, who also serves on the Institutional Assessment Committee, relayed how Dr. Nevarez will be looking on how to raise The University's ExCET scores. They have not been very good in the past and need to be improved upon.

Special Issues – Jeff Getchell spoke on the issue of identification cards for employee dependents. This will allow people to get into University events in an easier manner. The cards are being compared to what other components have for similar purposes. Judy Vinson, UTPA's Coordinator of Policy Planning and Analysis is requesting more information on the formal process the Staff Senate uses in the Scholarship selection.

Communications - Anthony Hampton has the ongoing task of updating the SS web site. He asks that we all make sure to have our picture taken for the site. Armando Dominguez has presented samples for the Staff Survey. Further discussion was tabled.

Elections & Nominations – Janie Giambri reported on the status of the new method for having our Staff Senate Elections. They are looking into having the new process in place for the next election.

Special Events – Hector de la Garza spoke on the upcoming Town Hall meeting. There will be door prizes offered. These items are to be donated by members of the Special Events Committee. The "Employee of the Month" is pending approval from Chief Miller.

Parking & Traffic – John Patton has relayed concerns to Eddie Morin on the number of reserved spots South of the tennis courts, and if the north part of Lot B will be available for more spaces in the near future due to security for/to the dorms. Also, if there could be anything done for the congestion on Lot 3. There was no response yet on these items from Parking and Traffic.

**VI. Old Business**

**VII. New Business**

System Wide Insurance Advisory Council (SWIAC) elected representative, Victor Huerta, gave a brief speech on the benefits of our system wide insurance. Please feel free to contact him via e-mail or at his office.

Mr. Ramos brought up the need for a motion to allow for the expenses incurred on the Town Hall meeting. The motion was made and passed unanimously. Also a motion was made to purchase a new recorder for the SS meetings. The motion was made by John Patton, and seconded by Sylvia Ybarra. Motion passed. Quotes will be brought to the next meeting for review.

**VIII. Announcements:**

The SS Meeting for January will be held at the College of Education Room 211.

Staff Senate participation is in definite need of a boost. Let's all help out where we can. Please wear your Staff Senate shirts on meeting days.

**IX. Adjourn - 4:07 p.m.**