

The University of Texas – Pan American
 Staff Senate - Your Advocate
www.panam.edu/orgs/staffsenate/
 Minutes for January 21, 2004

Name	P	A	Name	P	A	Name	P	A	Name	P	A
Briggs, J D		X	Garcia, Debbie		X	Ocanas, Leticia	X		Rodriguez, Patricia		X
Carranza, Mike		X	Miranda, Jaime	X		Ramos, Arturo	X		Saenz, Celia		X
Cerda, Delia	X		Morin, Eddie	X		Reyna, Isabel	X		Sparks, James	X	
De Los Santos, Sandra		X	Morley, William		X	Rios, Janie	X		Trevino, Efrain	X	
Espinosa, Alicia	X		Nguyen-Finn, Kim	X		Rodriguez, Maria	X		Ybarra, Sylvia R.	X	

- I. **Call to Order** -- 2:30 p.m./ January 21, 2004/ HSHW 1.102
- II. **Roll Call -- (as shown in table above)** All present with the exception of J.D. Briggs, Mike Carranza, Sandra De Los Santos, Debbie Garcia, William Morley, Patricia Rodriguez, and Celia Saenz
- III. **Guests:** Rosie Reyna and Larry Thompson
- IV. **Reading and Approval of Minutes.** Minutes presented were 11/19/2003 and 12/15/2003. Motion to approve with corrections was made by James, 2nd by Sylvia. – approved.
- V. **Office/Committee Reports**
 - A) Officer's Report – Art reported that the Council has not met. Faculty & Staff Senates were asked to raise money for the President's gift. Staff Senate together with the Faculty Senate and the Student organizations will raise funds for the gift. Senators will be assigned buildings for fund raising and asking for donations. The donations will be on a voluntary basis and we will be, if paying with check, make checks payable to Alumni Association. Senators will be notified as to when the fundraising should start. No details yet on the Presidential search but a meeting will take place on March 2, 2004. President Council's meeting on Monday, covered making adjustments to RE: HOP 3.4, introduced new Athletics compliance officer, and Dr. Susan Griffith gave – UT system update about a possible review of tuition and fee increases.
 - B) Communications – Kim reported that the Web page can be viewed and that some pictures of senators still need to be taken.
 - C) Elections & Nominations – No report at this time.
 - D) Special Issues – Jaime reported that the committee has not met. He has applications of the two staff selected for the scholarship.
 - E) Special Events – Sylvia reported that the committee met in the morning and she thanked everybody that participated at the Town Hall Meeting. The committee will be using the Staff Senate Award Nomination Form which was established by the Staff Senate. Sylvia asked Art who would be paying for the award. Per Art, it will be part of Staff Senate's expense. Sylvia recommended that if a gift is to be purchased, it should be purchased from the Bookstore. All nominations should be submitted by February 25, 2004. After the deadline date, the committee will meet with Art to review the nominations and compile for overview. Staff Senate will make final decision.
 - F) Parking & Traffic – Eddie reported that Lot E – Education Parking Lot has been blocked off due to construction. Lot R has all reserved spaces, so it was an even swap. Fiesta Hidalgo is next month and it will be held at the Road Runner Stadium. The City has asked to use the lot in front of the stadium (Lot S) for one week, to setup the Carnival which starts on 2/19/04.

This creates a big impact on student parking. Eddie is working to see if the requested week can be reduced to lesser days.

G) Representatives on Institutional Committees – Kim and Alicia met last week with the joint committee, Strategic Planning and Institutional Assessment and are revising the compact.

VI. Old Business: None

VII. New Business: Art reported that Debbie has resigned as secretary but will remain as Senator. Sylvia motioned with Jaime as second to nominate Delia as the new secretary. No other nominations were presented and Delia was elected as the new secretary for the Staff Senate. Art asked for the fundraising to be accomplished by assigning persons to certain buildings.

AASA	Kim/Alicia (Annex)	ITTB	Janie Rios (External Affairs)
ADMN		LAMR	Jaime Miranda (Special Programs)
ACSB	Efrain Trevino	LEAC	Art Ramos
ASFC	Delia Cerda/James Sparks/ Eddie Morin (Police)	LIBR	Maria Rodriguez
BRVI		MAGC	Art Ramos
BUSA		NECC	
CAFÉ		OFBC	
CASB		OFBE	
CCTR	Isabel Reyna	PHYS	
CRMF	Debbie Garcia	SCNE	Letty Ocanas
EDUC	Efrain Trevino	SBSC	
EMLH	Jaime Miranda	SOUH	
ENGR	Letty Ocanas	SSBL	Janie Rios/Bill Morley (Financial Aid)
EH&S	Celia Saenz	SSVC	
FABB		STUN	Maria Rodriguez
HIDC		TASK	
HPE1	James Sparks (Gym)	UVBS	
HPE2		UCTR	Kim/Alicia (1 st floor); Sandra De Los Santos (3 rd floor)
HRBL	Sylvia Ybarra	WDOR	
HSHE	Sylvia Ybarra		
HSHW	Sylvia Ybarra		

VIII. Announcements:

Art announced there will be a President's party on 3/25/04 (Celebration of A Legacy). Quad area at 12 Noon for Students (fajita tacos, etc.) and in the evening at the Student Union for Faculty & Staff (formal dress). Posters will be on Campus with the announcements and invitations for Faculty & Staff and Student. The Chancellor will be down on 3/2/04 for President's meeting.

Isabel announced that the Computer Center and some departments on Campus are working on the implementation of Oracle. This will affect business and e-mail processes.

Larry Thompson, guest, announced as an FYI that he is working with Esmeralda Guerra on handicap accessibility on campus. This affects parking lots, sidewalks, remodeling of office, classroom, and restroom space. Larry works with the construction crews and architects to make sure that the university is in accordance with Handicap Accessibility. For questions or concerns, please contact Esmeralda Guerra.

Next meeting: 2/18/04, 2:30p.m., Student Services Building, Rm. 153.

IX. Adjourn: Motion to adjourn by Kim and 2nd by Sylvia at 3:30p.m.