

The University of Texas – Pan American
Staff Senate - Your Advocate

October 10, 2007, 2:30 p.m.
 ADM –Board Room 3rd Floor 316

MINUTES

I. Call to Order - Chair will call meeting to Order if quorum (12) is met. Quorum is met with 17 senators in attendance. Meeting is called to order at 2:35 p.m.

II. Roll Call – (from the table below)

Name	P	A	Name	P	A	Name	P	A	Name	P	A
Betancourt, Gilda	X		Gonzalez, Norfilia		X	Puentes, Alisha	X		Sandoval, Michael	X	
Cano, Veronica	X		Luna, Norma		X	Ramirez, Ricky	X		Taylor, Nick	X	
Del Angel, Sonia		X	Miranda, Jaime	X		Ramos, Arturo	X		Vasquez, Hector	X	
Garcia, Teresa	X		Molina, Efrain	X		Rios, Mary Lou	X				
Gernentz, LuAnn	X		Ocanas, Diana	X		Salazar, Gloria	X				
Gilpatrick, Gloria	X		Ovalle, Belinda	X		Salinas, Elizabeth		X			

III. Guests – Joe Angulo (Electrical Engineering, 2.284) is introduced as a guest.

IV. Reading and Approval of minutes – It was moved that the minutes be accepted from the September 12 meeting with one non-substantive change noted by Art Ramos. Gilda Betancourt moved the minutes be accepted with changes; Efrain Molina seconded the motion. After discussion and vote, minutes were accepted as amended.

V. Officer Report/Committee

A) Vice Chair Jaime Miranda reported on SGA President’s Address, which he attended. The address was held on October 3, 2007, in the UTPA ballroom. SGA president will push for no tuition increase this year, for faculty to not change books every time there is a revision, for an increase in major and minors offered at UTPA, for a change in SGA constitution (special election this November), and a push for a university-wide radio station. Provost indicated departments will now have a 2-year class schedule, class scheduling will be “friendlier” for students with multiple commitments, and concurs on increasing cost of books. He intends to set up a meeting with bookstore and administration. THANKS JAIME!

VI. Staff Senate Committee Reports –

- A) Communications: Terrie Garcia indicated there was no meeting; website being updated; requests suggestions for new content.
- B) Elections & Nominations: Gilda Betancourt indicated a meeting will be set up for late November.
- C) Special Issues: Alisha Puentes indicated a meeting will be set up in near future once assignments are made.
- D) Special Events: Gloria Gilpatrick indicated there was no meeting, but one would be set up soon.

VII. UTPA & UT System Committee Reports -

A) EAC – Employee Advisory Council – Teresa Garcia and Efrain Molina
 Terrie started out with issues submitted by Efrain Molina. The first proposal on investigating and reporting on emergency financial assistance for staff was accepted by the Special Projects subcommittee chaired by Olga Garcia of UT Brownsville. That committee will be conducting research into this issue. Other two issues (on 4 ½ work week and holiday schedule) were not selected. It was suggested that employees interested in flex schedules work with their supervisors and departments as health science centers already have flex schedules in place as do some UTPA employees.

Ad hoc committees for this year were announced:

- ❖ Compensation subcommittee will be looking at cost of living pay increases; merit pay; compensatory time policies and practices for exempt employees; time-recording practices; and emergency leave pay (YEA, Efrain—issue submitted by UTPA).
- ❖ Professional Development and Retention subcommittee will be looking at training and development policies at individual institutions; state and individual campus policies for helping employees faced with a lay off; and training and leadership development for system and institutions.
- ❖ Communications research subcommittee will look at a possible survey of employee satisfaction across institutions; using communication resources for dissemination of wellness information, like UTPA kiosks for facilities planning staff (UTPA plan was highlighted as a model for developing these sorts of resources—YEA UTPA; and using systems like I Tunes University to reach constituents and also distribute wellness information for educational purposes.
- ❖ Special Projects subcommittee will look at endowed scholarships for staff; employee recognition awards; and innovative wellness proposals.

Unapproved minutes (of ten pages long) are available by request. Please send your request to Efrain (emo@utpa.edu) or me (terrieg@utpa.edu). One request per staff member please!!

VIII. Old Business: None

IX. New Business

- A) SECC – Teresa Garcia offered help to anyone considering donating to the State Employee Charitable Campaign. Form and booklet are on main page of human resources (<http://www.utpa.edu/humanresources/>).
- B) Employees for Progress – Gloria Salazar, Staff Senator, briefed the senate on the group's meeting with the provost and its success. Issues discussed include cost of living increase and reclassification/compensation study. Group was encouraged by Carol Rausch to work with Staff Senate and get as many employees as possible to fill out Survey of Organizational Excellence before deadline of October 19, 2007, so that 100% participation could be obtained. Timeliness of evaluations, when tied to merit raises, was also introduced as an issue of concern. The group felt that the additional monies going to TRS nullified the merit raises of many individuals. Group did define and introduce the union. Provost represented President Cardenas in this meeting and indicated his interest in the issues presented. Gloria felt the meeting was positive and that the group was well received. Several senators directed questions to Gloria and our guest, Joe Angulo.

X. Announcements - Higher Education Survey of Excellence – Staff Senate encourages all UTPA Employees to respond to the online survey.

XI. Adjourn- Next meeting 11/14/07 at 2:30 p.m. ADM-Board Room 3rd Floor 316. Gloria Gilpatrick moved that meeting be adjourned at 3:30 p.m. Motion seconded by Gilda Betancourt. Motion to adjourn passed.