

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

www.utpa.edu/orgs/staffsenate/

July 9, 2008, 2:30 p.m.

ADM- Board Room 3rd Floor Room 316

Minutes

I. Call to Order – Past Chair, Arturo Ramos will call meeting to Order if quorum (12) is met. Quorum is met with 13 senators in attendance. Meeting is called to order at 2:45 p.m. presiding over Elections.

II. Roll Call – (from the table below)

Name	P	A	Name	P	A	Name	P	A	Name	P	A
Angulo, Joe	X		Gernentz, LuAnn	X		Molina, Efrain	X		Sandoval, M	X	
Betancourt, Gilda	X		Gorena, Arlene		X	Puentes, Alisha	X		Sandoval, Michael	X	
Cano, Mary Lou	X		Jaramillo, Maria Teresa		X	Ramos, Arturo	X		Smith, Bryan	X	
Gadson, Rebecca		X	Luna, Norma		X	Rios, Mary Lou		X	Vasquez, Hector	X	
Galan, Yvonne	X		Martinez, Yolanda	X		Rodriguez, Maria P.	X		Ybarra, Mary		X
Garcia, Teresa R.	X		Miranda, Jaime		X	Saenz, Celia	X				

III. Guests - (Asked to identify themselves) – *Cathy Garza* – Library Assistant I- Government Document and Alternate Senator for Technical Skilled Classification. *Gloria Salazar* — Records and Information Analyst – Haggard Building & a previous UTPA Staff Senator, Guest Speaker- *Larry Thompson, RAS* (Construction Manager) gave a detailed power-point presentation “Magic Five” – on accessibility.(Texas Accessibility Standards- TAS 4.1.6 Accessible Building Alterations to an Area Containing a Primary Function. (This is where the “magic five” are located). 1. Parking 2. Accessible-route 3.Toilets 4.Water Fountains 5.Telephones) Construction cost alterations -20% rule TAS 68.31 variance. Here is the TDLR web page link: www.license.state.tx.us/ab/ab/htm .

IV. Reading and Approval of minutes – June 11, 2008 minutes were approved by 16 votes on June 23, done through email vote.

V. Officer/Committee Reports

- A. **Past Chair, Arturo Ramos will preside over Elections.**
- B. Chair: Open nominations for Officers motion were made and second for the following nominees -
- C. Terrie Garcia nominated for Chair by Yolanda -- accepted by acclamation (no others accepted nomination)
- D. Celia Saenz nominated for Vice-Chair by Gilda - - accepted by acclamation (no others accepted nomination)
- E. Gilda Betancourt nominated for Parliamentarian by Celia – accepted by acclamation (no others accepted nomination)
- F. LuAnn Gernentz nominated for Secretary/Treasurer by Terrie – accepted by acclamation (no others accepted nomination)
- G. Discussion of monthly meeting place and time. Every 3rd Wednesday of the Month at 2:30 p.m. – Mary Lou Cano said she will book the next meeting at the ITT building room 1.214 Executive Board Room unless notified of change of location this is where all meetings will be held.

VI. Staff Senate Committee Reports –

- Reminder for Committee Chairs to turn in their binders – they will be stored for now in filing cabinet in Library 2.211 Faculty / Staff Senate Office.
- No reports were made.

VII. UTPA & UT System Committee Reports -

- A) EAC meeting is coming up – Jaime Miranda new member. Terrie – Went over part of the Presentation that will be given to President Council in August.

- B) **Old Business** – Question was asked of previous Chair Arturo Ramos, if there was any word on the funding for both merit/across the board pay-raise for Fiscal Year 2009. It was not in writing but the general understanding was that all workers that had a satisfactory evaluation that were under a certain amount of pay would receive some moneys. This is all subject to availability of funds – enrollment counts and board approval. (See addendums for a summary of this issue and two related emails on the current status of the issue).
- C) **New Business**- Mary Lou Cano brought to the attention of the UTPA Staff Senate that we were lacking a Mission Statement in the Web-site. That will be one of the Chairs - Pat Rodriguez's main focus as Chair of the Special Issues Committee.

VIII. **Announcements & Adjournment** –

- Announcements – For all Subcommittee members to get together now to choose a Chair for your committee.
- Next Meeting – Where: ITT 1.214, Time: 2:30 p.m., and Date: Aug. 20th
- Motion to adjourn and seconded. Meeting ended at 3:55 p.m.

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Addendums to Minutes

- Addendums to July 9, 2008 minutes, as of Monday, July 14, 2008 - for section VII. B.) Old Business:
 - Recap of how this began; The UTPA Staff Organization: Employees' for Progress- members ask for a meeting with the UTPA President – Dr. Blandina Cardenas. The meeting was granted even though Dr. Blandina Cardenas was out on sick leave recovering from open heart surgery. The Presidents Executive Committee, (Carol Rausch, Dr. Paul Sales, and James Langabeer). On October 3rd, 2007 at 10 a.m. in the morning – At that time we spoke about across-the-board pay-raise, the procedure of evaluations and the requests for title changes at present are not functioning to the best of all concerned. It was a positive meeting. We were all concerned about President, Dr. Blandina Cardenas – whom was home recovering from open heart surgery. This meeting was our opportunity to let the President know that we the Employees' for Progress – (UTPA Staff Organization) and Texas State Employees Union were not fighting against the UTPA Administration but with them to get our State Legislators' to fully fund the State Universities again. Dr. Paul Sales – Provost & Vice President for Academic Affairs had asked for UTPA Staff- Senate Chair- Arturo Ramos, to be present at this meeting and for the UTPA Staff Senate to work with the Employees' for Progress on the issue of coming up with a proposal on how to split the funds that come from the State for merit to set aside a portion of those funds for an across the board pay-raise. Well the UTPA Staff Senate Chair – Arturo Ramos – did meet with the Employees for Progress, it was proposed the moneys received from the State for merits would be split between the lowest paid staff member all the way up to the employees making 30,000.00 it would be split 25 % for across the board pay-raise and 75% of the moneys for merit. Staff Senate - Chair Arturo Ramos, did email this proposal to the Executive President Committee.
- In March we all met again with the Presidents Executive Committee and the full President's Council of about 13 members – Arturo Ramos stated at that time the merit moneys which comes from the State would be split, for an across-the-board pay-raise. The feasibility of this proposal was asked of the different department heads that make up the President's Council they agreed it would be feasible but all depended on the enrollment figures, and the response from Austin, nothing was definite.

(Not as Addendum #2 – explains about equity. It is an important issue but not an issue that was in the main points of asking for this meeting with President - Dr. Blandina Cardenas's Executive Committee.)

Email Addendum #2:

From: Carol Rausch

Sent: Monday, July 14, 2008 1:31 PM

To: Teresa Garcia; Alisha Puentes; Arlene Gorena; Arturo Ramos; Bryan Smith; Celia Saenz; Efrain Molina; Gilda Betancourt; Hector Vasquez; Jaime Miranda; Joe Angulo; Luann Gernentz; Maria Jaramillo; Mary Lou Cano; Mary Lou Rios; Mary Ybarra; Michael Sandoval; Norma Luna; Patty Rodriguez; Rebecca Gadson; Yolanda Martinez; Yvonne Galan

Subject: RE: Clarification regarding cost of living discussion at Staff Senate Meeting

Just for clarification, equity is not a cost of living increase. They are not the same. An equity increase may be requested for someone who is not being equitably paid for a particular job as compared to someone else with the same qualifications, experience, title and performance. I hope this clarifies for you.

Carol Rausch

Office of the President

956-381-2127

Email Addendum #1:

From: Teresa Garcia

Sent: Monday, July 14, 2008 12:38 PM

To: Alisha Puentes; Arlene Gorena; Arturo Ramos; Bryan Smith; Celia Saenz; Efrain Molina; Gilda Betancourt; Hector Vasquez; Jaime Miranda; Joe Angulo; Luann Gernentz; Maria Jaramillo; Mary Lou Cano; Mary Lou Rios; Mary Ybarra; Michael Sandoval; Norma Luna; Patty Rodriguez; Rebecca Gadson; Teresa Garcia; Yolanda Martinez; Yvonne Galan

Cc: Carol Rausch

Subject: Clarification regarding cost of living discussion at Staff Senate Meeting

Importance: High

Good Afternoon, Senators,

I just spoke to Carol Rausch at the President's Office about our cost of living/merit discussion at the Staff Senate Meeting since I had a question from one of the senators.

Some important points that need clarification/correction:

- ◆ A 3% pool of funding for **both** merit/equity (cost of living) increases was approved by UTPA for Fiscal Year 2009;
- ◆ **Classified staff** were approved for a 1.5% increase or \$600 increase (whichever is greater) **if** approved by supervisors (employees on probation or with performance issues would probably not be eligible for this increase since supervisors must grant approval);
- ◆ Professional staff and faculty would be eligible for merit raises, not equity (cost of living) increases.

All of above is subject to availability of funds (enrollment counts for fall will be tentative through most of August) **and** board approval (also in August). The President's Office will mail out a notice of the status of these two items once they have been determined in late August (if not early September).

I gave out incorrect information at the meeting; I apologize for that. Carol has directed us to Art Ramos for more explanation (if needed) since he sat in on many of these equity meetings. He will be back from vacation in two weeks.

I am copying Carol Rausch; Assistant to the President, on this email, so she can offer our group clarification is I have misunderstood the information.

ACTION ITEM: Senators, what is important at this time is to correct any misinformation that we become privy to and to encourage any staff member who questions us on this matter to wait until enrollment figures are complete and until approval of the board has been acquired (once again late August or early September).

I apologize once again for the wrong information. LuAnn, please add this email (and any clarification from Carol Rausch) as addendums to our minutes.

Terrie