

## U.T. DALLAS STAFF COUNCIL MEETING MINUTES

May 10, 2006

SOM Executive Education Wing

9:00 a.m.

**Members Present:** Jacob Abraham, Marilyn Bechtol, Jessica Brown, Sandy Burdine, Daniel Calhoun, Chris Dickson, Raymond Dyson, Sandee Goertzen, Rene Herrera, Gayle Holt, Lynn Hovatter, Pat McEachern, Sue McInis, Irene Marroquin, Remona McLain, Kent Mecklenburg, Cassini Nazir, Alex Nestor, Wendy Newton, Judith Patterson, Rochelle Pena, Cleon Ramey, Cathy Ranta, Margie Robbins, Jach Ross, Mary Ann Routzahn, Kayety Rowlett, Randy Sims, Roger Stearns, Kathy White, Beverly Young, Nadira Zakhidova

**Members Absent:** Sarah Hernandez, Kathy Meyer, Trudy Muller, Doug Vass

**EX OFFICIO:** Claire Occhipinti

Meeting called to order by Sandee Goertzen.

**Guest Speaker:** Joyce Crum, Associate Director of Facilities Management

Ms. Crum gave an update as to what is being done around the campus. The loop around campus on Armstrong has begun. The loop is designed to stop vehicular traffic within the inner part of the campus. The decision has not been made to make the stoppage around the clock, or during the day. The Parking Committee will probably make the final decision.

Construction of the new service compound has begun.

Joyce also went over electrical outage that will be happening this weekend. She let everyone know that everything needs to be shut off and unplugged before leaving on Friday.

**Minutes:** A motion was made and seconded to approve the minutes of April 12 as amended. The motion passed.

### **Reports:**

**Executive Committee:** The Executive Committee met on May 3 to establish the agenda that you have before you today.

**New Member:** Ms. Goertzen welcomed new member Michael Griego from Information Resources.

**Guidelines:** Guidelines have been officially approved by UT System and a copy is

included in the agenda packet for today. The changes were to incorporate Lynn's new position and doing away with some officer positions. These changes will take effect September 1, 2006.

**Coffee with the President:** Districts 1 and 7 coffee will be held June 15.

**CARE Award Recipients:** The deadline was March 31 and the committee has met and has made their selections. The CARE Awardees are:

Peggy Attari	University Management Systems
Suzanne Bonifort	Callier – Dallas
Deborah Chen	Admissions
Niconia Gamm	School of Management
Beatrice J. Green	Student Health
April Liang	Engineering and Computer Sciences

**Homecoming:** Homecoming is being held October 27-29, 2006. Details of the parade and theme have not been announced.

**Facilities Management Candidate:** Candidates for Associate Vice President of Facilities Management will be on campus starting tomorrow and May 25. The Executive Committee has been asked to interview these candidates.

**Staff Council Attendance:** Daniel handed out the attendance report. Daniel will be sending e-mails to those who have missed four or more meetings.

**Treasurer's Report:** Gayle Holt reported there is \$2,890.00 in 316142, \$4,427.73 in the scholarship account and the designated account has \$4,732.13.

**Corresponding Secretary Report:** No report.

**Benefits Committee:** Rene reported the committee is working on awarding of scholarships. They are also working on revising guidelines to tighten requirements of scholarship awards.

**Communications Committee:** Cassini reported the May Newsletter is ready for distribution.

**Staff Development:** Pat reported the committee is still working on the UNT staff survey.

**Fundraising Committee:** Rochelle reported the committee is still looking for a vendor for toner cartridges.

**Wellness Committee:** Wendy reported the committee did not meet.

**Election Update:** Lynn reported the ballots will be mailed out on Friday. Volunteers are needed to stuff envelopes on Thursday afternoon. The deadline for returning the ballots is May 26.

**Faculty Senate:** Elections were held and Dr. Murray Leaf is the new Speaker for the Faculty effective June 1.

**University Committees:**

**Parking and Security Committee:** Kent reported there is a lot of traffic at Waterview Apartments at 2:00-4:00 in the morning with tickets being issued and appeals received.

**Campus Facilities and Oversight Committee:** Kent reported the meeting was postponed.

**Safety Committee:** No report.

**Women's Center:** Judy reported the Women's Center met and reviewed the new programs that have been introduced this year and how the programs will go forward.

**New Business:**

**Budget Request for Cart:** Lynn is requesting the purchase of a cart and passed around picture copies of the cart. The cart will be used for carrying items such as toner cartridges, etc. A motion was made and seconded to approve this purchase. The motion passed.

**Suggestion 2006-011 Waterview Walkway:** After reviewing this suggestion, the Executive Committee is recommending this request be sent to the Campus Facilities Committee. A motion was made and seconded to send this suggestion to Campus Facilities and Dr. Terry. The motion passed.

**Suggestion 2006-012 Staples Online:** After discussing this, the Executive Committee is recommending we write a letter back to this individual letting them know they have access to staples.com just like everyone else does. A motion was made and seconded to write a letter to the requester about having access. The motion passed.

**Suggestion 2006-013 Tuition Waiver Information:** The Executive Committee discussed this suggestion and we decided it would be best to refer this suggestion to David Gleason who does training for the HR office. A motion was made and seconded to form an Ad Hoc Committee to look into putting together a presentation for Dr. Daniel and to forward the suggestion to David Gleason. A reply will be sent to the suggestor about what is being done. The motion passed. Chris Dickson will chair the Ad Hoc committee.

There being no other business, the meeting was adjourned.

Respectfully submitted,

Trudy Muller  
Recording Secretary/Parliamentarian  
June 9, 2006