



**THE UNIVERSITY OF TEXAS AT SAN ANTONIO**

**SUMMARY MINUTES OF THE STAFF COUNCIL**

**MEETING OF**

**February 26, 2009**

The sixth regular meeting of the Staff Council for the 2008-2009 academic year was held at the Recreation Center, Texas Room at the 1604 Campus at 8:30 a.m. with Shirley Rowe, Chair, presiding.

**Call to Order**

Members present: Allegra Castro, Eric Cooper, Sally Crouser, Belinda Dovalina, Israel Falcon, Robert Garza, Pat Hedelius, Sherry Lindsey, Patricia Morehead, Cheryl Nunn, Cindy Orth, Sharron Pacheco, Elba Ramos, Anne Rembisz, Shirley Rowe, Jamie Safstrom, Anne Speights, Lisa Talcott, Suzette Vallejo, Donna Ware, Venetta Williams, Todd Wollenzier.

Members absent: Julie Brunts (Excused), Paula Castillo, Carolyn Cochran (Excused), Grace Fouts (Excused), Thomas Harper (Excused), Brent League (Excused), Rene Lopez (Excused), Alegra Lozano, Mary McNair, Corinne Sabo (Excused), Frank Segura, Brenda Tamayo.

**Chair's Report and Comments**

- Vacancies: The Staff Council Chair mentioned that the current vacancies will be filled by the next meeting.
- Strategic Resources Planning Council: This newly formed council addresses all budget issues for the entire campus. The Staff Council Chair has been requested to participate in the meetings and share information with members.
- Employee Advisory Council – March 5<sup>th</sup> & 6<sup>th</sup>: The Staff Council Chair will be attending the Employee Advisory Council meeting at UT System's in Austin, Texas. The Employee Advisory Council consists of representatives from the UT System (16) components and meets three times a year to discuss issues affecting all components.
- Pilot program from Parking & Transportation to begin. Other P&T news. The Transportation Services division of UTSA Business Auxiliary Services will begin a pilot program providing van service from the 1604 Campus to UTSA offices at the University Heights. The shuttle service will begin on Tuesday, March 3 and will be offered each Tuesday from 9:30 a.m. to 1:30 p.m. The capacity of the van is limited to six passengers. Also, Parking and Transportation Services will not be increasing parking fees this year.

**Guest speaker, Albert Carrisalez, Office of the President, provided an update on legislative issues impacting higher education.**

**Mr. Albert Carrisalez distributed a handout about the 81<sup>st</sup> State Legislative Session Priorities from UTSA's perspective.**

**NEW SPECIAL ITEMS:**

- **Experimental Science Instructional Building:**
  - 11.6M/yr in tuition revenue bond debt service
  - 23.2M over 2 years for debt retirement
  
- **San Antonio Life Science Institute (SALSI)**
  - \$4M/yr; \$8M over 2 yrs.

**CURRENTLY FUNDED SPECIAL ITEMS WITH NEW EXCEPTIONAL ITEM FUNDING:**

- **Texas Pre-Engineering Program (TexPREP)**
  - New: \$1,471,000/yr; \$2.942M over 2 yrs
  - Existing: \$557,190/yr
  - TOTAL: \$2,028,190/yr; \$4,056,380 over 2 yrs

**CURRENTLY FUNDED SPECIAL ITEMS:**

- **UTSA Downtown Campus**
  - \$1.31M/yr; \$2.63M over 2 yrs
  
- **Center for Water Research**
  - \$0.131M/yr; \$0.263M over 2 yrs

**Albert Carrisalez, Issues Impacting Staff in Higher Education:**

- To increase affordability for higher education, the Governor has called on the 81<sup>st</sup> Legislature to freeze college tuition for four years at the rate a student pays as an entering freshman. At this time, this is just a proposal.
- An average of 12 million dollars impacted at UTSA.
- There is approximately a 6% increase per year.

**Local representatives:**

- The new Speaker of the House is Joe Straus from San Antonio
- Ruth McClendon: House Committee Appropriations Member, State Representative, District 120
- Mike Villarreal: State Representative, District 123
- Judith Zaffirini: Texas State Senator, District 21
- Joaquin Castro: State Representative, District 125 (House of Education, Vice Chair 1<sup>st</sup> time)
- David Leibowitz: State Representative, District 117

- Leticia Van de Putte: Texas State Senator, District 26 (Running for Governor or U.S. Senate 2010)

**Ms. Sherry Lindsey, External Affairs, presented information on the bills currently before the legislature affecting Higher Education.**

- **Senate Bill 104:** Relating to a limitation on the amount of tuition charged by public institutions of higher education.
- **Senate Bill 105:** Relating to limitations on increases in fees and designated tuition charged by public institutions of higher education.
- **Senate Bill 214:** Relating to limitations on increases in the total amount of tuition charged by public institutions of higher education.
- **House Bill 51:** Relating to funding and other measures to support emerging public research universities in developing and maintaining programs of the highest tier.

**UTSA is in real good shape in regards to other components.**

- Enrollment Growth
- No Layoffs
- Implementation of new positions
- Growth, State dollars, County bonds in May 2008
- Election ballot of city bonds
- City dollars & Enrollment

A question was posed to Mr. Carrisalez regarding whether anything was being done concerning salaries of UTSA staff. At this time, Mr. Carrisalez did not have an answer to the question.

**Guest speaker, Rosa Cabellos, Human Resources, presented on FMLA and fielded questions from members.**

Rosa Cabellos, Human Resources, commented:

- What is FMLA? The Family Medical Leave Act (FMLA) provides up to 12 weeks of **unpaid, job-protected leave** to “eligible” employees for certain family and medical reasons. Employees are “eligible” if they meet the following criteria:
  - ✓ They have worked for 12 months and
  - ✓ They have worked 1,250 hours over the previous 12 months.
- FMLA is designed to protect the employee’s job; leave is designed to protect the employee’s income. This is a major distinction.

Reasons for Taking Leave:

- To care for the employee’s child after birth, or placement for adoption or foster care.
- To care for a family member (child, spouse, or parent) with a “serious health condition”,

- Or for the employee's own "serious health condition" that makes the employee unable to perform the functions of his or her job.

#### Recent Changes to Law:

- On January 28, President Bush signed into law the National Defense Authorization Act for FY 2008 (NDAA). This new FMLA law provides eligible employees working for covered employers two important new leave rights related to military service:
- New Qualifying Reason for Leave
- New Leave Entitlement

Paid/Unpaid Leave: FMLA leave runs concurrently with the employee's use of sick leave, vacation leave, and floating holiday.

- FMLA also runs concurrently with short-term/long-term disability and worker's compensation injuries/illnesses.
- If an employee exhausts his or her sick, vacation leave or floating holiday and FMLA leave remains available, the remaining FMLA leave is leave without pay. Please refer to the H.O.P. Section 4.20 Section VII (B)  
<http://www.utsa.edu/hop/chapter4/4-20.cfm>

#### **Review and approval of minutes**

Motion made to accept January meeting minutes with changes and accepted as written.

#### **Old Business**

- **University Excellence Awards:** The University Excellence Awards will be held on April 14<sup>th</sup> at 2:00 p.m. in the Ballroom. The Staff Council will be in charge of decorations this year. The Staff Council Vice-Chair has asked for volunteers to assist with decorating the Ballroom. It was noted that the Faculty Senate wants to combine the awards. Please e-mail the Staff Council Vice-Chair if you would like to assist with decorating the Ballroom on April 14th.
- **Constituencies:** The Staff Council Chair and Vice-Chair continue to meet and discuss the best way to communicate to all UTSA employees about our activities and initiatives. It was noted that the UTSA has grown significantly. Also, the VPBA suggested having more members on Staff Council to adequately represent all areas.

#### **Committee Reports**

*By-laws Committee:* Sherry Lindsey is the new By-laws Committee Chair. The committee continues to meet weekly and work on revising the By-laws. The committee hopes to present them to the Staff Council in April.

*Employee Educational Benefits Committee:* The committee is currently working with Human Resources in regards to the new proposal and structure.

*Employee Perks Committee:* The Employee Discount Program is moving forward. The Department of Human Resources is developing a website to implement the new UTSA Employee Discount Program. The Employee Discount Program will be released in May 2009.

*Elections Committee:* The committee will meet in March to begin preplanning for the upcoming elections. The Elections Committee Chair has asked the Staff Council for volunteers to help out with the upcoming elections.

*Fundraising Committee:* The Fundraising Chair asked for volunteers to help out with the fundraising activities. The Fundraising Chair would like to have a conference call before the initial meeting. The Fundraising Chair mentioned that there are six weeks left before the kick-off meeting.

*Issues Committee:* A committee member will be in charge of tracking the facilities issues.

*Issues Committee Report:*

**Issue: Hazardous crosswalk between Monterey and Frio buildings downtown**

Status: The Issues Committee Chair has followed-up on the status regarding the flashing light. It is not clear whether a flashing light will be installed at the site. (OPEN)

*Scholarships Committee:* The committee has not met yet. A question was asked regarding how many applicants have applied? The Scholarships Committee Chair will research this for the next month's meeting.

*Communications Committee:* The Communications Committee Chair emailed the Assistant Director Public Affairs regarding publishing information about the Staff Council on UTSA Today.

**New Business**

- **Name Tags:** The Staff Council Vice-Chair asked the Staff Council members if they would be interested in wearing a Staff Council pin. The Vice President for Business Affairs mentioned that he would go ahead and pay for them. This would be a good advertisement for the Staff Council.
- **UTSA Homecoming Event – The Ambassador Car Bashing Fundraiser** will be held in the parking lot of the Convocation Center on Saturday, February 28, 2009.

## **Announcements**

Next meeting: March 26, 2009, 8:30 a.m. – 10:30 a.m., Recreation Center, Texas Room,  
at the 1604 Campus

## **Motion to Adjourn**

*Minutes submitted by Suzette Vallejo, Staff Council Secretary/Historian*