Staff Council Annual Report

September 2009 to August 2010

**Members of Staff Council**

April Barnes, Temple Clark, Vicky Daniels, Susan Davey, Jerry DeLeon, Jamie Donaldson, Kim Elam, Mary Frame, Krista Haynes, Debbie Hohensee, Melissa Hyatt, Deborah Mathews, Deborah McDaniel, Chris Miller, Earl Moseley, Mary Ann Ortiz-Moerke, Joe Prado, Joe Robles, Marissa Saenz, Tina Schultz, Angelika Wahl, Anthony White, Joyce Wilkerson, Chris Williams, Janie Hernandez, John Ledbetter

**Guest Presentations**

**Guest: Dr. Denise Trauth, President, Texas State University-San Marcos** Dr. Trauth reported student enrollment expected to be up from last year, above 30,000. Although many postsecondary institutions are experiencing cuts, Texas State is in better shape than most due to formula funding which is based on enrollment. The football stadium expansion was funded from student Athletic fees and donations from alumni such as Jerry and Linda Fields. Dr. Trauth expressed the universities effort to expand PhD programs and notes the increase in graduate students this year. Construction on the new Nursing Building at the RRHEC was discussed with classes to begin fall 2010. Dr. Trauth stated, “We will never have enough resources to do everything we want to do;” however, “we are in a better place than other Universities.” She encourages Staff Council to “talk about what we have instead of what we don’t have and be thankful we have retention of existing students and a big increase of graduate students.” Following her address she answered questions and expressed her appreciation for the work of all Texas State staff. (Sept 2009)

**Guest: Angela Robertson, Training Coordinator, Allies of Texas State University-San Marcos** Angela stated that the Allies program promotes awareness and understanding of sexual and gender identities through education and training. You can recognize “safe” spaces on campus by the rainbow placards placed on office doors. Dr. Marci L. Bowers, “Transgeneration” documentary, will be speaking on campus on November 17. For training, workshops and presentations, please visit the Allies website, [www.txstate.edu/allies](http://www.txstate.edu/allies). (Oct 2009)

**Guest:** **Michelle Moritz, Associate Director, Human Resources – National Work Life and Family Month.** Michelle informed Staff Council that Rose Trevino is the Work Life Coordinator for the university. She stated that the HR-Work Life website has support groups, Total Wellness programs, Campus Recreation information as well as other information concerning staff and faculty Work Life that was provided for faculty and staff benefit. Michelle also said the Employee Wellness Fair would be November 3 in the LBJ Student Center Ballroom from 10 a.m. – 2 p.m. Michelle also updated Staff Council on the Employee Assistance Program (EAP) stating that the program is at the President’s Cabinet level for approval. For more information regarding Work Life on campus, please see Work Life website, <http://www.worklife.txstate.edu/>. (Oct 2009)

**Committee Reports**

* **Compensation (Chair – John Ledbetter)**
	+ The Flu policy letter was put on hold. The university has a Crisis Management Committee (CMC) that consists of 20-25 people of which Staff Council has no representative. Staff Council members were asked to complete a flu questionnaire in September and the recommendations were submitted to the CMC and are being considered. The current policy states that employees are required to use accrued leave balances for all closure days. Deborah Matthews will get a list of CMC members to Angelika at which time Angelika will request a Staff Council presence on the committee. -Susan Davey emailed a spreadsheet to all Staff Council members to review regarding a University Comparison of Staff Educational Benefits. It was decided that the Compensation Committee would expand on this by getting a count of interested TX State staff members, research possible funding for the program and get a count of staff members that participate from other universities that are implementing such policies. (Oct 2009)
	+ University Comparison of Staff Educational Benefits – The committee explored other University Plans as an option for the Dental Choice – some staff members showed frustration because they are paying out more than they feel they should be. The 2009 market Survey was reviewed in HR – Bill Nance has not presented to the President’s Cabinet. Deborah Mathews stated the plan was tabled until after the first of the year. (Nov 2009)
	+ University Comparison of Staff Educational Benefits – Committee feels that Staff Council should go forward with this project in January if we are to follow through. Susan will email other universities funding resources spreadsheet to Exec Staff Council members. Angelika asked the committee to come up with Funding Sources for TX State – also who to contact at other universities to discuss…such as Staff Council at other universities. April said she would get that spreadsheet together for the Exec Staff Council members. John and Angelika will be taking the pay plan to HR after the 1st of the year. Angelika is to request from HR a salary report for the last five years. (Dec 2009)
	+ Pay Plan Compensation Project: Universities with an Education Compensation Plan were contacted and asked where they receive their funding and the answers have varied at the same university from different departments. (Jan 2010)

The Pay Plan Compensation Project: Human Resources provided a new Pay Plan for 2009 that is better for staff as a whole than the pay plan that the Compensation Committee wanted to submit. The HR Pay Plan is currently on hold. The Compensation Committee realizes the current financial situation is not pleasant but feels that a dialogue with Mr. Nance must be opened at some point to express concerns, be involved in the process and plan for the future of staff members. Due to time restraints the council had to postpone any final decision on how to proceed with this matter at this time. The discussion will continue at a future meeting.

Pay Plan Compensation Project: Angelika Wahl and John Ledbetter met with Jeff Lund, Manager, Compensation, University Pay Plan, FLSA research, Annual Salary Review and Position Audit on Wednesday, February 24, 2010. Angelika Wahl sent an email to all Staff Council members recapping the meeting. Jeff Lund and Vanessa Salazar, Human Resources Analyst, Job Audits, Salary Surveys and GOJAs will visit Staff Council at the April 13 meeting. (Mar 2010)

Education Benefits Plan: The committee decided the time had come for an educational benefit plan to be taken out of committee and voted on by the full council. John distributed a plan for Staff Council members to review. According to the report compiled by the Compensation Committee,all other universities within the Texas State University System provide staff members with the opportunity to attend classes with all tuition and fees paid. The number of classes paid allowed ranges from one to several depending on the university. Due to time constraints, Tina Schultz recommended we discuss the plan in more detail at the next Staff Council meeting and moved to not expand the March agenda so that everyone would have a chance to review before voting on. Susan Davey agreed to resend the original spreadsheet to all Staff Council members before the next meeting so that everyone has an opportunity to review it prior to any discussion. Angelika asked the committee to ensure potential funding options would be included in the report submitted to council. (Feb 2010)

* + Educational Benefits project: The Compensation Committee proposed five options for Staff Council review. John stated that if the Educational Benefits program was made available that the employees would use it. Questions rose regarding how the program, tuition and fees for staff to take academic classes would be funded. He suggested funding for this project could come from HSI (Hispanic Serving Institute) funds. Susan Davey read an excerpt from the FSS Essentials Spring 2010 news letter regarding the FSS Diversity. “Texas State will play an important role in ensuring the success of fellow Texans. Every component of the University is a crucial contributor to that success. The challenge is to help individuals attain the necessary experience to be a contributing member of society. The failure to meet this challenge could result in a poorer and less competitive state. Texas must reduce economic and educational disparities. There is a direct correlation between an educated workforce and economic success. Every dollar invested in higher education returns five dollars to the economy.” Michelle Moritz from Human Resources offered to meet with the Compensation Committee and stated that while partnering with the Compensation Committee could offer suggestions of how to fund this program and then present this to the Staff Council. Michelle stated that the Texas State University System could help with funding questions and that this would have to be a university wide project to work, with possibilities of including the ASG and Faculty Senate. Phil Holden stated, “I move that Staff Council move forward with the Educational Benefits Program and to ask for cooperation and partnership with Human Resources. Prior to the motion being seconded, Tina Schultz added that Staff Council should also provide copies of the documentation compiled by the Compensation Committee to HR.  Phil provided no objection to her statement.  At this point the motion was seconded and passed with no further discussion. Michelle Moritz, Jeff Lund and Vanessa Salazar will be the Human Resources contact for the project and all agreed to be the liaison between Human Resources and Staff Council. (April 2010)

A spreadsheet with available options to propose for the Staff Education Benefits was passed out to all Council members for review. John then made the motion: Staff Council will conduct a roll call vote, to be recorded in the minutes, to request educational benefits for Texas State employees in the amount of 10 credit hours per academic year. Motion was seconded. The motion was then put on the table for discussion. John indicated that there were five proposals offered in the Proposed Staff Education Benefits spreadsheet. The Committee had decided on proposal number 3, 9-10 credit hours because proposal 1 for 3 to 4 hours was too low and proposal 6, 15 to 18 credit hours was too high. Texas State currently offers three hours off for classes during working hours. Compensation Committee feels this is the time to present to President Trauth since there will be no merit increases for 2010-2011, parking is increasing and health benefits are going up. An educated workforce is a productive workforce – The opportunity is now as an alternative of the benefits being lost. If Texas State truly becomes an HSI University, the money can be used to pay for this benefit since money awarded for HSI can be for staff development. The motion was called and a roll call vote was taken.

April Barnes – yea

Vicky Sue Daniels – yea

Susan Davey – yea

Jerry DeLeon – yea

Mary Frame – yea

Krista Haynes – nay

Debbie Hohensee – yea

Phillip Holden – yea

John Ledbetter – yea

Karen Munoz – yea

Jose Robles – yea

Tina Schultz – nay

Angelika Wahl – nay

Anthony White – yea

Joyce Wilkerson – nay

11 yea, 4-nay: Motion approved. Wahl, Haynes, Schultz and Wilkerson made a point to have the specific reason for their respective votes of “nay” be recorded into the minutes. The reason for each of the nay votes was solely due to the current state of the economy.

* + John then made a motion: The chair will prepare an official request for the Educational Benefits Plan as accepted by Staff Council to be reviewed by the membership at the June 2010 meeting of Staff Council and to be forwarded to the office of the President within 65 days of this motion. Motion seconded and passed.( May 2010)
* **Elections**
	+ **Elections, Jerry DeLeon & Debbie Hohensee** Karen Munoz in Facilities Management is replacing Deborah McDaniels and Phillip Holden with UPD is replacing Kim Elam. ( Oct 2009)
	+ **Elections, Jerry DeLeon & Debbie Hohensee** Jerry met with Angelika on Monday addressing computer access for everyone to vote. The question of having a paper vote again came up – per Krista, this will probably never happen. We need to make sure that everyone that wants to vote has computer access and is trained. (Nov 2009)
	+ **Elections, Jerry DeLeon & Debbie Hohensee** Committee needs to meet with Linda Safranski for online elections. Human Resources is getting a list of the RRHEC employees to review classifications and possibly discover a way to have an additional representative from RRHEC.( Dec 2009)
	+ **Elections, Jerry DeLeon & Debbie Hohensee** Committee is to meet with Linda Safranski next week. The committee will also be discussing RRHEC capabilities. F( Jan 2010)
	+ **Elections, Jerry DeLeon & Debbie Hohensee** Nominations will be held in May with elections in June. The committee would like to send a survey to RRHEC regarding RRHEC representation. Joyce Wilkerson will work with committee to get permission to send out the survey. During voting and elections, would like to have Staff Council volunteers at all the open computer labs to assist with any concerns, issues or questions. (Mar 2010)
	+ **Elections, Jerry DeLeon & Debbie Hohensee** Nominations will be held May 24 through June 7, voting starts June 14 and ends June 24th and if necessary run-off voting will be July 1st through the 8th. Joe Prado will get with Kim Graves for any password updates. Jerry DeLeon will email Staff Council a list of the positions that will become vacant. RRHEC has approximately 12-15 staff members. Angelika Wahl mentioned that she would like to visit the RRHEC facility after the survey to assess the interest of RRHEC staff serving on Council is completed. She reminded Council that the draft survey must first be approved by Dr. Gratz. Other options for including RRHEC employees in Council meetings through Skype and video conferencing were also discussed. (Apr 2010)
	+ **Elections, Jerry DeLeon & Debbie Hohensee** Debbie and Jerry informed Council the web link is ready to test and will be sent to Staff Council members for testing purposes only. They asked Council to encourage in their departments to consider nominating staff as elections are coming up soon. Angelika stated that Dr. Gratz met with other vice presidents and decided that there would be no specials elections for RRHEC employees. There are on-campus options for RRHEC staff members to utilize such as the ITV classrooms and Skype, which is not supported by the university. It was decided that there would be no research of options such as web streaming. If a RRHEC staff member is elected, they should come to San Marcos for Council and any committee meetings. ( May 2010)
	+ **Elections, Jerry DeLeon & Debbie Hohensee** Debbie informed Staff Council that there were quite a few nominations for membership on the 2010-2012 Staff Council. The nominees will be sent an email outlining the responsibilities of serving on Staff Council with their acceptance /decline nomination. Monday, June 14 voting begins. (June 2010)
	+ **Elections, Jerry DeLeon & Debbie Hohensee** Debbie reported that the aesthetics of the web site were changed from last year’s election process. The list of new members for 2010-2012 was distributed. There was discussion about providing workshops for those in the service area for both the nomination process and voting; this year we had workshops for the nomination process so received a lot of nominees. There were no workshops for voting so the vote count in this EEO category was low. Angelika and Krista will send an orientation and welcome letter to all new members. (July 2010)
* **Fundraising**
	+ **Fundraising, Deborah Mathews** Committee will meet Friday, Oct. 16th. (Oct 2009)
	+ **Fundraising, Deborah Mathews** Deborah M. is getting the drop dead deadline date. We are shooting for 2,000 plates. Some depts. will be having Thanksgiving lunch – try to get the dept. to purchase BBQ plates instead. The person that sells the most tickets will receive $30.00 gift certificate from Grins. If anyone sells out and needs more tickets contact each other. Make checks Payable to Staff Council. Deborah M. met with Parking Services and lay-out is complete-will have 3 serving stations. Jerry & Joe will meet Deborah M. at 8:00 a.m. to setup tables, need servers by 10:00. Everyone is to work at some point. (Nov 2009)
	+ **Fundraising, Deborah Mathews/Joyce Wilkerson** We had over 50% non-Staff Council members helping out in the October fundraiser due to the non-participation of many of our Staff Council members. Before we start planning the April fundraiser we must all agree and step up to make it a success. Joyce will Chair the Fundraising Committee upon Deborah’s retirement in January. (Dec 2009)
	+ **Fundraising, Joyce Wilkerson** The committee will be meeting within the next two weeks to get started on the next fund raiser. Tentative date for fund raiser is April 30, 2010. (Jan 2010)
	+ **Fundraising, Joyce Wilkerson** The BBQ fundraiser will be May 7th in Alkek 105/106. We will have the use of the kitchen in 104. The dock can be used for pickups – between Jones Diner and Woods Street Garage. The committee felt that each of us could commit to selling 26 tickets each. (Mar 2010)
	+ **Fundraising, Joyce Wilkerson** Fundraising BBQ is fast approaching, May 7, 2010 at Alkek 105/106. Joyce asked for volunteers and times members will be available to work. Joyce told Council she will be at Alkek at 7:30 am to start setting up. She encouraged Council to keep selling tickets and the deadline is Wednesday, May 5. Everyone is invited to attend planning meetings.(April 2010)
	+ **Fundraising, Joyce Wilkerson** Joyce thanked everyone for all the hard work that made the fundraiser such a success. She reported that we made 700 plates from 10:15 am until 12:30 pm and sold 650. Total deposits were $3,999.50 with $2,800 to pay Fushcak’s. Money made for the Scholarship fund was $1,199.50. An open discussion for next year’s fundraiser followed. Things to think about; location, time/date, and breakdown of sales, what went well this year, what to look at next year and scheduling issues with other department fundraisers. Joyce requested a list of all the volunteers for the year so that we can honor them with letters of appreciation and a cookie & punch reception to include Fuschak’s as well. (May 2010)
	+ **Fundraising, Joyce Wilkerson** Angelika informed Staff Council that some administrators were surprised at the success of the fundraisers so have decided to setup an income account for all monies raised by Staff Council. Angelika explained that Staff Council currently does not fund the Staff Council awards, Dr. Estaville does, but we will need to raise money and fund them in the future. (June 2010)
	+ **Fundraising, Joyce Wilkerson** Joyce asked that anyone who knows the last name of Alonzo from Facilities (he helped Joe Prado at the May fundraiser) to please send this to her. She reported that Angelika and Krista will hand deliver certificates of appreciation to all of the non-Staff Council volunteers who assisted with the BBQ soon. (July 2010)
* **Online Technology**
	+ **Online Technology, Mary Frame** The Operations Procedures have been reformatted and wording made consistent. Corrections were made without changing the wording. The By-Laws were previously reformatted and sent to Dr. Gratz for signature approval. Angelika will follow up with Dr. Gratz for this signed copy. Melissa recommended developing individual committee pages with more information about the individual committees, members list and projects. Charles Robinson is currently working on the Perks pages and will work on the committee pages next. Angelika will get a TRACS webpage setup for confidential exchange. (Oct 2009)
	+ **Online Technology, Mary Frame** Mary will schedule a meeting to start on the committee page forms. (Mar 2010)
* **Orientation**
	+ **Orientation, Melissa Hyatt** Committee will start meeting in April or May. (Oct 2009)
	+ **Orientation, Melissa Hyatt** Melissa sent out an email requesting suggested speakers for orientation in August ( Mar 2010)
	+ **Orientation, April Barnes** Dr. Cheatham agreed to attend the 2010-2011 Staff Council Orientation meeting as the Guest Speaker. The meeting will be in Flower Hall 230 with more details forthcoming. (May 2010)
	+ **Orientation, April Barnes** The August orientation will be held in the LBJSC Ballroom on August 10, 2010 from 8:30 a.m. to 11:00 a.m. Breakfast will be served at 8:30 a.m. The Orientation committee should be at the Ballroom at 7:30 and no other volunteers are needed. April will send out an agenda to Staff Council and any one with comments can email her. Dr. Richard Cheatham will be the guest speaker. Outgoing members will have an opportunity to speak.( June 2010)
	+ **Orientation, April Barnes** April reported that she is putting together a power point presentation for orientation and asked for Council members to send her any pictures from the past year. She explained that outgoing members will have an opportunity to speak at the breakfast, sharing their thoughts and experience about their service on Council. (July 2010)
* **Perks**
	+ **Perks, Joe Prado & Melissa Hyatt** Charles is working on developing individual pages from each perk. Joe did receive four Memo Of Understandings to add to our Perks. It was asked that the committee approach Discount Tire as well. (Oct 2009)
	+ **Perks, Joe Prado & Melissa Hyatt** The four new vendors would like to be seen online. Melissa is working with Charles Robinson to get this information added. Adidas contacted Krista to be part of the Staff perks. Mary suggested the Perks Committee contact Embassy Suites, they will discount spa treatments. Anyone that knows of other interested vendors, please email Joe. (Nov 2009)
	+ **Perks, Joe Prado & Melissa Hyatt** Melissa informed Staff Council that the Perks page was not quite ready to go live yet but is working. Melissa is reviewing and adding new perks and should be able to complete the Perks page by Dec. 18th and go live by January 1. ( Dec 2009)
	+ **Perks, Joe Prado & Melissa Hyatt** Joe Prado is working with some of the current members to renegotiate the Memorandum of Understandings. Melissa Hyatt is working with Charles Robinson to get the Perks page complete. Staff from RRHEC has requested that more vendors in the Round Rock area be included. (Jan 2010)
	+ **Perks, Joe Prado & Melissa Hyatt** The committee will visit several venues that are not honoring the Statement of Understanding. (Mar 2010)
	+ **Perks, Joe Prado & Melissa Hyatt** Joe Prado will follow up with current and closed businesses. Perks committee will work with Rose Trevino in HR. Rose will help us with webpage and MOUs. (April 2010)
	+ **Perks, Joe Prado & Melissa Hyatt** Joe reported that Texas Health and Racquetball has completed the MOU and is currently offering June, July, and August free to anyone that signs up or renews in May. (May 2010)
	+ **Perks, Joe Prado** Currently, not all the links are working. Rose Trevino in HR has offered to help contact the businesses for review and verification. (June 2010)
	+ **Perks, Phil Holden** It was announced by Angelika that Phil Holden is now the chair of this committee and he will meet with the Perks Committee and Rose Trevino to organize their documentation and follow up processes with local businesses. (July 2010)
* **Public Relations**
	+ **Public Relations, Anthony White** Strategizing how to promote and boost the image of Staff Council. Current ideas are; posters in resource areas, send out new hire letters, Facebook – Angelika approved of a TX State Staff Council Facebook page. (Dec 2009)
	+ **Public Relations, Anthony White** Committee will meet in the next two weeks. Chandler Prude with the University Marketing Dept. is helping with the setup of the Staff Council the Facebook page. (Jan 2010)
	+ **Public Relations, Anthony White** The committee is working on the letters for new employee orientation. (Mar 2010)
	+ **Public Relations, Anthony White** Anthony reported that the committee had not received any letters. The FaceBook page is ready to go live. (May 2010)
	+ **Public Relations, Anthony White** The Staff Council FaceBook page is up and running (June 2010)
	+ **Public Relations, Anthony White** Angelika reported that Anthony has been busy getting the letters out to new employees.( July 2010)
* **Scholarship/Awards**
	+ **Scholarship & Awards, Tina Schultz** Deborah Matthews stated that Tina is acquiring nomination and application documents from Gus Cantu for our awards and scholarships. (Oct 2009)
	+ **Scholarship & Awards, Tina Schultz** Tina is still waiting to receive paperwork from Gus Cantu. Mary Frame will contact Gus for paperwork. Chloe Carson, award recipient, would like copy of pictures that were taken – Earl Moseley to email them to Angelika. (Nov 2009)
	+ **Scholarship & Awards, Tina Schultz** Krista has given Marissa the forms to scan. S & A will have their first meeting January 27th. (Dec 2009)
	+ **Scholarship & Awards, Tina Schultz** Marissa Saenz is getting a disk with the information and documents to Tina Schultz this week. Committee will meet January 27th. (Jan 2010)
	+ **Scholarship & Awards, Tina Schultz** Everything is posted and out on schedule. We need to get the word out. The deadline for all awards is March 30th. (March 2010)
	+ **Scholarship & Awards, Tina Schultz** Tina shared that there were a total of ten nominations for the five awards and the committee will meet to discuss the nominations. She said that the committee will discuss options for changing the date for nominations as a way to help increase the number of staff nominees. Something to think about for the future to improve nominations is to move the date out to extend nominations into May. (April 2010)
* **Transportation & Parking**
	+ **Transportation & Parking, Chris Williams** Committee has not met yet. There are two issues Staff Council would like to address regarding permits: 1) Free parking at LBJSC Parking Garage for certain staff members and 2) Employees at Aquarena Springs not purchasing parking permits. Parking Services said that a parking permit is required by all employees to park on any university property, which includes Aquarena Springs, Freeman Ranch etc. It was asked to bring up at the Transportation & Parking meeting that the 2nd floor of the Pleasant Street Garage has a huge water issue on the floor when it rains and is extremely difficult to walk through and could something be done about this. Parking permits prices will increase next year. Faculty Senate is discussing 24 hour red parking. A motion was made by Angelika to support the Faculty Senate regarding the 24 hour parking. The motion was seconded and vote carried. (Oct 2009)
	+ **Transportation & Parking, Chris Williams** Chris will be reviewing various emails that were received pertaining to the JCK parking lots. Tina stated there would be a T & P retreat this Friday-Krista is the representative from Staff Council and will be attending the retreat. Jerry asked if the Parking Permit rate increase was known yet. The rate increase will be announced in early spring. Part time staff are paying full price for parking permits and full-time staff receive discount depending on salary. Per Paul Hamilton, “All employees have another parking option.” Carts around Town – with TX State ID ride free - Commuter lots and ride bus onto campus are just a couple of options. Phillip stated that there was the Bobcat Bobbies service that extends to faculty and staff as well as the students. Bobcat Bobbies provides a safe ride for individuals. The phone number is 245-SAFE to request a “safety escort”. Joe called Parking Services during the meeting and found that discounts apply only to full-time employees working 40 hours. The T&P committee will look into part-time and parking permits. ( Nov 2009)
	+ **Transportation & Parking, Chris Williams** Krista and Tina were at the Transportation and Parking retreat. The LBJ parking garage issue has been resolved. There are currently 10 individuals on the list to park in the LBJ garage (Dr. Smith reduced the list this past week) and they all do have parking permits…verified by Steve Prentice, Assistant Director, Parking Services. Regarding the Aquarena Springs parking issue, UPPS No. 05.07.02 - 02.03 states “All employees and students who park a vehicle on University property, except the LBJ Student Center Garage, are required to complete a vehicle registration card, and purchase the appropriate parking permit.”Other issue to be addressed is JCK 3rd floor parking lot. ( Dec 2009)
	+ **Transportation & Parking, Chris Williams** The University Transportation and Parking Committee have not met. It was asked if reserved parking spaces for Deans and Resident Hall Directors were paid for by each individual. As a perk for being the Dean they do not have to pay for their reserved parking space and Res Hall Directors actually live at the hall so they do not pay for the reserved parking space. Also asked was what happens to the reserved parking spaces when people retire. When an individual retires they may trade in their reserved parking space for a retired parking tag. The reserved parking space of the retired individual is then offered to the next person on the waiting list. The Parking Services budget for 2009 indicated 7.18% for parking benefits. Staff Council would like to know are the benefits? Tina Schultz and Krista Haynes will ask this question at the next University Transportation & Parking meeting. Krista Haynes has also requested a copy of FY2010 budget but it has not been released yet. (Jan 2010)
	+ **Transportation & Parking, Krista Haynes** The preliminary budget for FY11 is not for public knowledge. The committee verified that parking will be going up in FY11 and the increases being considered are less than expected. Krista Haynes reported there was discussion at the last meeting about reversing the flow of traffic out of JCK in the evenings due to work on Sessom Drive. However; after much discussion it was decided this will not happen due to too many issues. Krista Haynes and Tina Schultz also reported there was discussion about the BobCat Tram routes changing however; Paul Hamilton from Auxiliary Services explained why changes should not be made at this time. Matthews Street garage should open for business in August 2010. (March 2010)
* **By-laws/UPPS**
	+ **By-Laws/UPPS, Krista Haynes** Committee will have three or four UPPSs to review in the near future. ( Oct 2009)
	+ **By-Laws/UPPS, Krista Haynes** There are two UPPSs up for review: The Leave Policy and Outside Employment Policy. Supervisors must be notified if any employee has outside university employment. ( Dec 2009)
	+ **By-Laws/UPPS, Krista Haynes** UPPS No. 04.04.41 Staff Employee Mediation, Grievance and Complaint Policy is up for review. The Committee needs feedback by the 17th to meet the 19th deadline. ( Feb 2010)
	+ **By-Laws/UPPS, Krista Haynes** UPPS No. 04.04.18 Drug Testing for Non-Faculty Employees: Angelika Wahl will contact Herman Horn in Equity and Access to review unequal treatment between faculty and staff as it related to drug testing and/or other issues. The committee sent recommendations to Human Resources regarding UPPS No. 04.04.41 Staff Employee Mediation, Grievance and Complaint Policy but has not heard anything back from John McBride.Staff Council By-Laws will be reviewed especially pertaining to member participation. Feedback/suggestions are appreciated. ( March 2010)
	+ **By-Laws/UPPS, Krista Haynes** Two UPPSs were completed with no items for Staff Council review. (May 2010)
	+ **By-Laws/UPPS, Krista Haynes** Two UPPSs, 04.04.03 and 04.04.04 were reviewed with few changes. ( June 2010)
	+ **By-Laws/UPPS, Krista Haynes** Krista was out but Angelika reported that for some reason Staff Council was not being routed many of the UPP’s dealing with staff issues however that has now been corrected (thanks to Dr. Gratz’s office) so the UPPS committee has been getting a lot of the UPPSs to review. (July 2010)

**External Committees**

* **Professional Development Advisory**
	+ **Never Met**
* **UPD Advisory**
	+ **Never Met**
* **PC Cabinet**
	+ **Never Met**
* **Campus Facilities Planning**
	+ **Campus Recreation Advisory,** Campus Recreation will be hiring a new position, Outdoor Coordinator to be housed at the University Camp. There has been discussion that the golf course could be getting a new club house and the basement in RRHEC could be converted to a recreational area for students. ( May 2010)
* **Presidential Work Life Advisory Council**
	+ **Never Met**
* **Facilities**
	+ **Facilities, Tina Schultz**- San Marcos is starting construction that will come right up to the university at Guadalupe and Hopkins. New Undergraduate Academic Center is moving forward to the Board of Regents and hoping will start June 2010. December 21, 22, and 23 various areas of campus are slated to have the power shut off. ( Nov 2009)
* **Faculty Senate**
	+ **Faculty Senate, Debbie Hohensee** The mini 2011 session will be eliminated. Enrollment issues and the academic calendar will adjust accordingly. Start date hasn’t changed-finals will be extended an additional day. Regents approved a 5% tuition increase. ( Dec 2009)