



University of North Texas
Staff Council Meeting Minutes
May 10, 2011
Chestnut Hall- Room 120B

Members Present: Jaime Blanton, Cheylon Brown, Jim Byford, Nathan Hansard, Stephanie McCane, Rachel McMullen, Joanie Smith, Hillary Talatzko, Amy Tannehill, Jackie Thames, Valerie Thornton, Amie Trahan, Uyen Tran, Mary Ann Venner, Margaret Vestal

Members Absent: Elvira Aguilar, Ryan Ferguson, Chris Foster, Tina Garza, Paul Goebel, Mikal Hensarling, Jennifer Lee, Xaviera Lofton, Lisa Martin, Scott Milligan, Rose Preston, Max Rodriguez

Guests: Laurie Klein (Pohl Rec Center), Melina Stucky (In House)

I. Call to Order

Hillary Talatzko called the meeting to order.

II. Approval of Minutes

The minutes from the previous Staff Council meetings were approved as submitted.

III. Guest Speakers- Laurie Klein

Laurie Klein came to promote the Pohl Rec Center and its summer offerings. She brought handouts detailing the summer membership rates, hours and services offered. Staff membership rates can be deducted from your payroll. Students not enrolled in summer courses can pay for a membership either by session or for the entire summer. Some of the programs offered this summer include Beach Body Boot Camp, Deep Water Aerobics, personal training and a Group Exercise Summer Challenge.

Council members asked about the following Rec Center services.

- Guest passes- They are still only \$5.
- Personal trainers- All trainers must pass certification requirements and are equipped to work with a wide variety of population.
- Kids Camp- The Rec Center is offering three weekend camps during the month of June. The camps are \$20 each or \$50 for all 3. They will be Saturdays 9:00am-12:00pm for ages 5-12.

IV. Officer Reports

- Webmaster- The website will be updated to list the new members. We are planning on including bios and photos of all members. The Perks page has been updated and several Staff Council stories have been submitted to In House. Please email Jennifer Lee if you or any other Council members have recently won awards.
- Parliamentarian- The by-laws are being evaluated to see what changes need to be made. It is only in the discussion phase right now. Any proposed changes will be brought to both the EC and the entire Staff Council.
- Chair- Hillary and Jaime Blanton have been helping Joanie Smith and her committee with the recent elections. Grad School 101 was held recently with approximately 20 staff members in attendance.

V. Committee Reports

- Assessment (Ad Hoc) - They are working on a staff needs assessment and the questions have been submitted to Hillary and Jaime. They are also working closely with Dr. Totten. It has been recommended that the committee go through the University's Survey Research Management Center for the assessment.
- Bylaws – They are working with the EC on possible updates and changes. No consensus has been reached yet.
- Compensation and Benefits – They have collected a list of great perks. Please promote them to your fellow staff members.
- Communications – There was an article regarding the Perks Program submitted to In House. They are also working on getting a story on the elections published soon.
- Nominations and Elections – Results are being posted and an updated directory was handed out to the Council. Having the election online increased our turnout. We're already looking to use University resources to make the online ballot more official next year. Please submit ideas on how to improve next year's election process to Joanie. We've selected four at-large members to increase Council membership for the underrepresented categories. The at-large members are the next highest vote-getters in each category that required an election.
- Policy Review – They need more committee members. Valerie Hodges has offered to assist as we put together written policies and to help us ensure they are in line with the University's policies.
- Staff Development – They are working on an outline for Staff Council orientation with the plan to hold it over two half days. The first day will be an informational session and the second day will be more to assign members to committees and select officers. The goal is to have the Council ready to go by September 1st.

VI. Unfinished Business- Parking Update

Jaime spoke to Joe Richmond. She received 97 separate emails with parking related questions and comments. The questions/comments were compiled and combined into an excel spreadsheet of 33 questions submitted to both Joe and Dr. Totten. No formalized response has been received yet. Joe has stated that he's interested in forming a parking committee but can't commit to it at this time. The submitted parking rates were approved with minor changes. The finalized rates will be published next week through In House. We will work on crafting a memo with a timeline to show the parking discussion progress to the staff.

The following motion was made by Cheylon Brown:

I move that the Staff Council ask the Chair of the Communications Committee to post a statement, approved by Dr. Totten, concerning parking without listing the specific submitted questions to keep our confidence with Joe Richmond and the Parking Office.

The motion was seconded by Valerie Thornton and approved by the Council.

VII. New Business

- At-Large Representation- It was suggested that the Council add four at-large members to increase our membership and help support the underrepresented categories. The proposal was approved by the EC in a split decision. With the at-large members added, there is still a vacancy in the operative category.

The next step is to define the at-large members' terms of office and role on the Council. It was suggested that they serve one-year terms pending election results for the following year. If there are still vacancies, their terms will be extended to two-years. It was also suggested that the at-large members be given the opportunity to run again the following year in their own category.

There were some questions about the HR categories by Council members and voting staff members. More discussions need to happen regarding the categories and Council membership. We also need to look at how we can communicate and elicit more involvement from the underrepresented groups.

Valerie stated that we need to make sure the at-large members are representing their assigned staff categories. Defining at-large members will need to be included in the by-laws and how they work will be a written policy.

Cheylon made the following motion:

In any election, if not enough eligible nominations are collected in a given category, the runners-up in elected categories will be asked to serve as at-large members for the term of one year. At the end of that term, nominations will be sought from the underrepresented categories. If the category still can't be filled with eligible members, the at-large member can remain in the category they're currently serving for a second year.

The motion was seconded by Rachel McMullen. The Council decided to table it until it can be voted on and approved by the Council twice. The first vote will be done electronically prior to the June meeting.

- Volunteers for upcoming programs and projects- We need volunteers for the upcoming Grad School 101 and Money Management programs. Volunteers are also needed to create the Perks Program brochure and to update the Staff Council bulletin board located in the University Union. Cheylon and Jackie Thames said they could help with the Grad School program and Amie Trahan offered to help with the bulletin board. Please contact Hillary if you can help with any of these projects.

VIII. Announcements

Shelter In-Place Survey- Mary Ann Venner submitted questions regarding University procedures after the recent weather sirens and alerts. We received an immediate response and a survey was sent to all staff members. Please make sure you complete the survey at the following link:

https://unt.qualtrics.com/WRQualtricsSurveyEngine/?SID=SV_3t0fd9r3NfNLrow&_ =1

IX. Adjournment

The next meeting will be held at 3pm on June 7, 2011.