



University of North Texas  
Staff Senate Meeting Minutes  
November 12, 3:00pm  
Business Leadership Building 180

Members Present: Charles Andrews, Cheryl Benningfield, Mary Braden, Danielle Champagne, Marjorie, Donzello, Brenda Fanara, Jose Grimaldo, Jordan Harmon, Lauren Helixon, Tracy Kaan, Peter Kaiser, Cynthia Kean, Shelby Kinsall, Lisa Kious, Karen Knotts, Missy McCormick, John McIntire, Rachel McMullen, Pamela Milner, Don Noska, Kristine Ormand, Mark Packer, Gary Payne, Jessica Powell, Adam Silva, Jennifer Spillman, Kerry Stanhope

Members Absent: Michael Baggett, Lori Belew, Anissa Breaux-Schropp, Curtis Condray, Amy Fuller, Nathan Hansard, Judy Hunter, Beth Kent, Keith Kopsky, Senta Macaraeg, Dylan Matsumori, Gwendolyn Moore, Courtney Newsome, Valerie Robertson, Shannon Smith, Yasmin Valdez, Bonita White, Velma White, Matt Wilkinson

Guests: Dr. Mike Simmons (QEP Leadership Team), Brandi Renton (Human Resources), Darlene Callahan (Office of Space Management and Planning), Matt Zabel (URCM), Rhonda Acker and Scott Windham

- I. Call to Order  
Danielle Champagne called the meeting to order.
- II. Approval of Minutes  
The October minutes were approved.
- III. Executive Committee Report  
The Executive Committee met on November 7<sup>th</sup>. Campus wide committees need Staff Senate representatives. They also discussed the meeting agenda. The rest of their discussions will be covered under New Business.
- IV. Guest Speaker- Rhonda Acker and Scott Windham (WFAA Santa's Helpers)  
Rhonda Acker and Scott Windham spoke about WFAA Santa's Helpers and the corresponding collection drive held annually on campus which is traditionally sponsored and organized by Staff Senate. All toys collected by the University stay in Denton County. They need help Monday, December 2<sup>nd</sup> at 7am wrapping boxes in Crumley Hall and delivering around campus. They also need help collecting the boxes and sorting the toys on Thursday, December 19<sup>th</sup>. The toys must be delivered to the Denton Toy Store by Friday, December 20<sup>th</sup>. URCM has donated 100 fliers and WFAA is sending 50 posters. They read through the list of campus locations and took suggestions for additional collection areas. There will be three collection boxes at the Faculty/Staff Holiday Party. If you know anyone who would like to make a donation but doesn't know what toys to buy, they can also donate cash.

V. Guest Speaker- Dr. Mike Simmons (QEP Team)

Dr. Mike Simmons spoke about the Quality Enhancement Plan. The University goes through accreditation every ten years. QEP is a forward looking plan working on improving and enhancing student learning. The QEP is a large part of the accreditation process. They are currently seeking proposals and three finalists will be selected by Summer 2014 with a sole finalist being named Fall 2014. The chosen proposal will be submitted Fall 2015. They are seeking University-wide feedback and input and ideas can be submitted online. More information can be found at <http://www.unt.edu/qep-survey/>.

VI. Guest Speaker- Brandi Renton (Human Resources)

Brandi Renton was recently named the Director of Human Resources for the Denton campus. The Human Resources department is aiming to be more customer-oriented and transparent. Brandi promised a Human Resources representative will be at every Staff Senate meeting. Performance evaluations are in the process of changing and the UPO will be eliminated Summer 2014.

Merit raises will be distributed in January. There is a lump sum merit and also a possible additional merit applied to an employee's annual salary. The Vice Presidents of each division will determine how merit funds will be allocated among departments. The \$500 lump sum merit will be on a separate check/direct deposit than the regular January paychecks. Employees on leave are still eligible for merit raises.

Please forward issues, complaints and accomplishments feedback to Human Resources. They are still located in Marquis Hall Room 150.

Reclassification is currently on hold. There will be a job evaluation/grading project presented to the Cabinet soon. It will take approximately 8-10 months to complete.

VII. Guest Speaker- Darlene Callahan (Office of Space Management and Planning)

Darlene Callahan came to give campus project updates.

- The new Union is scheduled to be complete by Summer 2015. It's a \$128 million dollar project paid for by student fees. Union offices have temporarily moved to Stovall Hall.
- Scouler Hall demolition is almost complete.
- Stovall Hall demolition will begin Fall 2015. Its removal will create a south lawn for Union activities.
- Tuition Revenue Bonds (TRB's) not approved by the state legislature. We can request again in 2015. The Science and Technology Building and Science Research Building renovations are currently on hold.
- The Main Auditorium renovation was completed August 2013. It now has a seating capacity of 950 and can be used for classroom space, organ lessons and large events. The seating will be replaced over the upcoming winter break.
- RTFP renovations will begin Summer 2014 and should be complete by Fall 2014. It will allow theater space to be used as a classroom and for large events in addition to theatrical performances.
- UNT is now occupying four buildings at Woodhill Square, located off Teasley and Dallas Drive.
- The Kristin Farmer Autism Center opened Fall 2012.

- Other projects include: the temporary UNT Bookstore, the food court modular, the pedestrian bridge, Fouts Field renovations, Bruce Hall Cafeteria expansion, new Honors dorm, Greek Life building, GAB coffee shop, Discovery Park labs, sand volleyball courts and a baseball field

Over the summer, several departments were moved and reorganized including Enrollment Management, the Core Academy, Undergraduate Studies/Office for Exploring Majors, START Office/Learning Center and Catalog and Curriculum. There were also three new offices created including the consolidation of Student Veteran Services, UNT Pride Alliance and the Sage Help Desk.

There is a 2013 update of the Campus Master Plan located online at <https://osmp.unt.edu>. The update includes information on the widening of I-35, identifying primary gateways and perimeters as well as a plan to accommodate growth beyond 45,000 students.

#### VIII. Standing Committees

- Communications- Please make sure you like the Senate Facebook page. They will be posting traffic information and road closures on there. The committee is also working on a letter to be sent to new employees and promoting the toy drive.
- Employee Relations- The committee is looking at work teams, the perks program and collecting staff feedback.
- Staff Development- The committee is working on the toy drive as well as planning several programs/events for the spring 2014 semester.
- Elections and By-laws- A qualtrics survey is coming out to get approval for the Staff Senate name change. The committee is also working on documenting Senate procedures.

#### IX. New Business

- The Parking and Transportation and Advisory Committee requested two additional Staff Senate representatives. Contact Danielle if you're interested. The first meeting will be held in December.
- Student Activities has been working with Camp Fire Referral Service to waive their membership fee for all faculty, staff and students. Camp Fire is an online child care resource and care locator. An email with additional information is forthcoming.
- The Student Alumni Association needs volunteers for Field Day being held March 22<sup>nd</sup>, 2014. Field Day will wrap up a three month long philanthropy campaign. They need captains to recruit and organize teams. Please contact Danielle if you're interested in helping.
- The President's Staff Sack Lunch will be held on November 19<sup>th</sup> from 12-1pm in the Gateway Ballroom. There will be no ticketing in the Fouts Field parking lot from 11am-2pm that day. Staff can also take the Mean Green and North Texas shuttles to get to the lunch.

#### X. Announcements

The next Staff Senate meeting is scheduled for December 10<sup>th</sup>, location TBD.

#### XI. Adjournment

Danielle Champagne adjourned the meeting.