

## Staff Senate Meeting Minutes

5/10/2017

### Borderlands EDUC 3.402 - Edinburg Campus

#### Guest Presenters:

- Ms. Donna Siegler
- Dr. Kristin Croyle
- Mr. Mike James
- Ms. Florence Nocar

#### Senators Present:

Michael Aldape, Lisa Smith, Maria Espinoza, Nelly Gomez, Lisa Pena, Gilbert Perez, Veronica De La Garza, Javier Zambrano, DeAnna Garza, Orlando Castaneda, Silver Nieto, Robert Cantu, Alicia Morley

#### Senators Absent:

Selene Castro, PJ Ehimika, Bianca Otero, Milton Hernandez, Linda Ufland, Oscar Barrera

#### Meeting:

- Michael called meeting to order 9:35am
- Establishment of Quorum:
  - Alicia conducted roll call of Senators
  - Brownsville had connection issues that affected roll call
- Special Presentations:
  - Ms. Donna Siegler – IT passwords presentation
    - Process explanation as to password expiration and recovery
    - Reminder to update alternate email account
    - Cyber threats to UTRGV network
    - Will make presentation available
  - Dr. Kristin Croyle – Cultivating Learning and Safe Environments Survey
    - Phase I – all institutions: 24,600 UTRGV received survey in Fall 2015
    - 28,270 – students participated system wide
    - 3,821 – UTRGV students participated
    - Phase II – deeper dive still pending to be initiated at UTRGV
    - Phase III – longitudinal research only at UT Austin
    - Key Challenge for UTRGV: students and employees knowing where to go for help
    - Entire report is available online at [utrgv.edu](http://utrgv.edu)

- Texas Legislation is reviewing bills that will affect Higher Education’s response and handling of sexual misconduct issues
  - Mr. Mike James – Employee Appraisal Program
    - Evaluation Period: May 1-April 30
    - Explained rating: 3 = competent in performing job; 4=occasionally exceed; 5=consistently exceed; process is subjective
    - Development plans can be issued to any employee at any rating level since the goal is to further develop
    - E-signature capable now that doesn’t require printing of the forms
    - Substantive changes made are to the weight of the factors, affect the overall score
    - Training sessions are available
- Meeting Minutes
  - Maria will make corrections PJ sent to her regarding April minutes
  - Alicia motioned to approve with corrections, Orlando seconded
- Public Comments
  - DeAnna raised a concern regarding safety shooter procedure and action plans in place at different departments
  - Lisa Smith and Michael Aldape explained the steps that have been taken by the Communications Committee to address and handle the email comments received; at this time, they are the only senators that have access to the emails that have been submitted
  - Sharing the emails submitted with the rest of the staff senators will be looked into
- Staff Senate Constitution Changes:
  - Section 7.3 – changes proposed: Veronica motion to approve, DeAnna seconded motion
  - Section 8.2 – changes proposed: DeAnna motioned to approve, Gilbert seconded motion
  - Section 8.3 – changes proposed: Robert motioned to approve, Jay seconded motion
  - Next step is to finalize constitution changes and plan for a referendum, will refer to process as outlined in policy
- Committee Updates:
  - Business Processes – Silver provided update regarding meeting with Dr. Arney last week; suggestion to place updates and information for all employees in the UTRGV Staff/Faculty Messenger online edition
  - Staff Development – no update provided
  - Michael announced that the decision was made to combine the Fundraising and Special Events Committee and asked for comments, no discussion followed
  - Events Committee - Jay provided an update regarding the challenges with the staff and faculty initiative, committee will continue to consider ideas, planning on having special presenters for June Staff Senate meeting
  - DeAnna motioned to adjourn, Jay seconded the motion at 11:24am