

The University of Texas Rio Grande Valley

Minutes Meeting of the Staff Senate

January 8, 2018 9:30 – 11:30AM / Edinburg: Bronc Room/Ballroom
(WebEx Locations in Harlingen: HCEBL 2.124 & Brownsville: LHSB 2.604)

Minutes Prepared by Monica Tovar, UTRGV Staff Senate Secretary

Senators Present: Peter James Ehimika, Monica Lisa Tovar, Lisa Gonzales Smith, Michael Edward Aldape, Leslie K. Jones, Jaime Marcos Villanueva, Veronica Esmeralda De La Garza, Gilberto Perez, Milton Hernandez, Carla Lopez, Isabel Saldana, Robert Cantu, Lisa Cortez, Javier Zambrano, LanLan Alvarado, Rebekah Sepulveda, Jesus Alberto Buitron, Krystal Marroquin, Silverio Nieto

I. Call to Order – Lisa Smith convened the meeting at 9:32 am

II. Establishment of Quorum – Roll Call completed by Staff Senate Secretary, Monica Tovar to allow presentations to start promptly after minutes were accepted and approved.

III. Approval of Minutes - Minutes were distributed to Staff Senate via email, no corrections; Lisa Pena motioned to approve minutes as written, Javier Zambrano 2nd motion

IV. New Business

a. Academic Affairs Updates and Q&A - Patricia Alvarez McHatton

- Advanced Leadership Institute is now opened to Staff
- Response for Regent's staff awards was amazing, 57 nominations
- LEADS – Core Strategic Plan met last week to discuss next steps
- There was plan, initiatives, teams met and discussed initiatives; now the accountability process is next
- 3 task groups, group of chairs to discuss bridges and barriers, and needs to do their jobs better.
- We are also looking at what the process is to evaluate chairs.
- Work Group – Program coordinators, play key role with students, make sure program works well with students
- Work Group – Class scheduling, student success, priority, how can we maximize classes available for students. Do we need to change our schedule? Do we need to have Saturday courses? What are their (student) needs?
- After Spring break – Climate Survey for our 3rd year going to students, faculty and staff. We are working with HR Mike James and Kristen Coyle. We are also looking to the staff senate to encourage others to participate in the survey to get large response.
- We are also planning Professional Development Day – on Admin Professional Day (April)

Opened for Q&A/Comments –

Q: Peter James Ehimika asked about class schedules. Who is involved, is someone from Strategic Enrollment included?

Answer: Dean McHatton answered, yes

Q: Robert Cantu asked if there were staff representatives on the committee as well. Students are asking for more parking lots, and updates/maintenance repairs. Are classes only offered Monday – Thursday? We ask because this impacts food services.

Answer: Recommendations are welcomed; if we can get volunteers or recommendations on other stakeholders that should be on the committee, please share that information.

Q: Jamie Villanueva asked if they are looking at more classes in the Brownsville, because they are needed. Michael Aldape mentioned if other reports from the space utilization survey are also being considered.

Answer: In response to Brownsville, there is still a lot of work that needs to be done. There is a Dean's Retreat, January 29th, to meet and discuss class schedules. There is a lot to think about and do for our students. It is time to re-evaluate the plan to decide what is working and what is not. How can we do things differently and better than other universities?

Q: Textbook adoptions – Robert Cantu, we are being slammed with VA book purchases. Is there conversations to make to process better?

Answer: It has been discussed, but it needs discussed further. We were not aware of the delays in the process. Part of the issue could also be the hiring process for adjunct faculty. The hiring for adjuncts, 1-year appointments, is a long lengthy process, and it does not meet our schedules. We have asked departments to look at historical data to speed things up. Scholarships for athletes are also impacted.

Discussion:

Rebekah Sepulveda stated that the call center can get swamped with calls for enrollments or schedules, complaints for sections that are restricted.

Comments are entered in Assist (dual enrollment) are not seen or easy to find unless you know where to click and find.

Q: Can Assist can be changed? That needs to be checked to see it can be changed to help and make thing easier. Do we send an email before the semester?

Comments: Yes, but it does not help. We are hearing more complaints more from dual enrollment students and others that it is hard to find courses.

Q: Does UTRGV had a place for suggestion/complaint such as a number or email? And is it available for students? Monica Tovar, mentioned sometimes students just need a place to voice their concerns and issues. Maybe they can be visible for students to see the responses or UTRGV can monitor the issues. Sometimes students are overwhelmed and frustrated, having an outlet to voice their issues sometimes help resolve any stress and frustration.

Answer: They have the Call Center to call, but no other method of communicating.

Q: What is the goal of the climate survey?

Answer: My goal is to get a sense of do people feel valued and appreciated. Are we joyful and happy to go to work? If we are not, then it is difficult to help a student and faculty member that is upset. Where we are in this space and time; and establish a baseline of where we are and where we need to be and grow.

b. The Power of Orange: UTRGV Gives 2018 - Ellen Donovan, Director of Annual Giving

We are building on previous events; we are trying to reach \$50,000. Gift Campus, in the next 43 days, we are going to get them engaged on all University accomplishments. Friday of Homecoming Feb. 24th – Campaign begins. Thank you, to Ambassadors, for all your help.

4 – things I ask for your help:

1. Help with social media – post the Power of Orange.
2. Talk about Power of Orange – peer to peer communication
3. Giving – opportunity to give is now Staff scholarship opportunity during this event.
4. Staff senate – can do a challenge, consider giving to match portions

Q: Can you give a 1 time gift or is it just monthly or a pay period?

Answer: There is Gift Tab, you can give a 1 time gift on the main page.



Areas of Greatest Need

When you give to UTRGV's Areas of Greatest Need, your generosity is helping students fulfill their highest potential. These areas include the School of Medicine, our Research Centers of Excellence, all 10 UTRGV Colleges, and Athletics. You are also helping us meet other current needs to ensure success.

To make a gift that will have an immediate impact, choose from the options below. If you would like to establish an endowment, contact Kelly Sic 569-5301.

Donation Information

Amount: \$ 25.00
 \$ 50.00
 \$ 100.00
 \$ 250.00
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 \$ 1,000.00
 \$ 2,500.00
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 \$

Designation:

**TOGETHER WE WILL
INSPIRE THE WORLD**

d. Constitution Committee Updates - Rebekah Sepulveda

What is being presented today is the motion, to vote, and if you do not approve, you can abstain.
We are starting a discussion of the 1st reading, then discussion

Article IV. Constituency – Last sentence, reads “....Academic Senate.”

Rebekah motioned to correct on word correction – change “Academic Senate” to “Faculty Senate.”

Leslie Jones 2nd motion, it was voted and motion passed

Article VIII. Duties and Responsibilities of Officers – Section 3, #2

Change to last sentence, “...or prior” to “add”

Lisa Smith motioned, Carla Lopez, 2nd motion

Article VIII. Duties and Responsibilities of Officers- Section 2, #2

Last Sentence, (Pg. 8) remove president-elect

Lisa Smith – Motion to make correction, Lisa Pena – 2nd Motion to approve

Discussion/Debate – Michael Aldape wants to get full senate.

Peter James Ehimika, said this is our 1st reading, and we still has a 2nd reading.

Leslie Jones, asked what the issues are. Michael, expressed his concern is that the full senate is not present for voting and discussion.

Motion passed at 11:04 am

PJ and Michael – Abstain motion

Article VIII: - Section 2.1 last line suggestion, active

Adding “or prior” because it was suspended at the staff senate retreat.

Lisa Smith Motion to approve, Michael Aldape– 2nd motion

Leslie Jones asked for clarification what “prior” means, prior terms?

Motion – passed

Article IX – Committees (removing ‘Other’)

Adding Standing ‘and AdHoc Committee’

Wording on AdHoc committee

Motion to approve by Robert Cantu, Leslie Jones – 2nd motion

Motioned – passed.

Article XII. Section 1 – striking “amendment”

Leslie Jones – motioned, Krystal Marroquin, 2nd Motion

c. Regent’s Outstanding Employee Award Committee Formation - Lisa Smith & Michael Aldape

57 – Nominations total

To participate on the committee, members must not be nominated, and has not written a letter or submitted a nominated an employee

Criteria needs to be established while reviewing. Split the forms, (Minimum of 4 must go to Regent’s)

Volunteers: Gilbert, Jaime, Lisa Smith, Isabel, Lisa Pena, Leslie Jones, Peter James,

Maybe can we can consider what UT system looks for and UTRGV has it’s own criteria to be unique.

e. Noteworthy Announcements - All Senators

- Food Services – will now have **El Pato** when classes start
- Executive Board – Meeting Agenda
- Rodney Gomez will be presenting at the next meeting.
- Employee Awards will get update.

V. Committee Reports

a. All committees will deliver updates on their most recent meeting(s) and developments.

i. Business Processes and Procedures

ii Communications – One Institution, One Voice – access to the website, added committees

Any updates – please contact Jaime

Add Meeting schedule.

iii Constitution and Elections

iv. Professional Development -

v. Staff Relations, Retention, and Morale – Chat & Chew should be coming up at the end of the month. Service awards, 2 dates have changed to February 12 Student Union Theater in Edinburg, & 13th Glan Salon in Brownsville. It is important to have Dr. Bailey present. Employees will be emailed an invitation, and a Save the Date.

Do we need staff senate to help? There some areas that need help, but we have not divided the list.

No program, but there will be a website with the awards

Digital program can be distributed.

vi. University Development and Events

VI. Public Comments & Questions

Announcements: Carla Lopez, January 16th – 21st open facilities for recreation for health (recreation department)

Robert Cantu – Community Garden – pavilion and tables to sit and have lunch. There is Power and WiFi Hub.

Student Pantry – (Veronica De la Garza) had meetings last month, a breakfast, and they presented to government relations guests. They were very impressed.

Provost update – Michael, Gilbert, December 20, 21 interviews started, and we are waiting for a next step from Dr. Arney.

Next step will be 2nd interview but no logistics have been released. Could we offer a Campus forum for any candidate that visits?

VII. Pending Items

- a. There are no pending items.

Meeting 11:36 adjourn