

The University of Texas Rio Grande Valley

Minutes of the Staff Senate

February 11, 2019 9:30 – 11:30 AM

Harlingen (HCEBL) Auditorium 1.100/ Zoom: <https://utrgv.zoom.us/j/816857679>

I. Call to Order

II. Establishment of Quorum

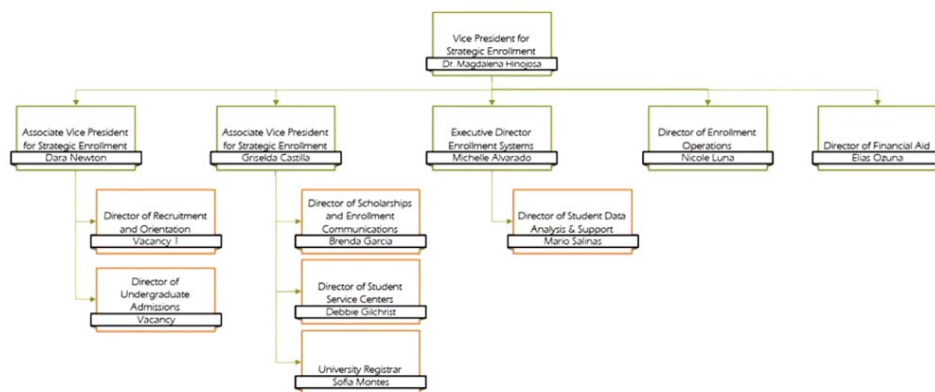
Present: Peter James Ehimika, Lisa Gonzales Smith, Diana Ocanas, Monica Lisa Tovar, Cynthia Ann Farris, Milagro (Millie) Hernandez, Alisha Michele Puentes, Luis Alcocer, Veronica De La Garza, Gilberto Perez, Yvette C. Padilla, Jocelyn Foster, Rebekah Sepulveda, Jesus Alberto Buitron, Teresa Villarreal, Dalyn Posas Ruiz, Carla Renee Lopez, Isabel Saldana, Nicole Englitsch, David Torres, Nicolas Dubberly, Michael Aldape

III. Approval of Minutes

IV. New Business

a. Strategic Enrollment - Dr. Maggie Hinojosa

Division of Strategic Enrollment



Dara Newton, Assistant Vice President of Strategic Enrollment, we handle orientation, tours, undergraduates, Vaquero Round Up, High School students coming to UTRGV.

Soon we are also going to handle graduate students in Matamoros. We are going to be able to contact via phone via email via Skype via zoom the graduate office for more detailed, but they'll be able to assist at a high level, our graduate students, which we do in every other area just not from a recruitment and admissions standpoint, but we'll be doing more of that in Matamoros.

Also, in Dara's area we handle orientation, tours, lots of behind the scenes that occurs like the visitor center, and the Vaquero's Roundup. Pretty much any large event that deals with high school students coming to UTRGV is probably one of our areas that we are sponsoring.

We have Griselda Castillo; Associate Vice President of Strategic Enrollment and she oversees scholarships and enrollment communications. If you're trying to figure out, what is it enrollment communications? So A couple of years ago we bought a new CRM, which is a communication management system. That allows us to track all our communications, not just with potential students, but with current students as well. That system reports to Griselda and her team.

We have a team that works on communications. Financial Aid. Sometimes the stuff that goes out is just not that easy to comprehend. It's not financially, it's all, it's just the terminology that goes out and some assumptions. A lot of times that we make the student just wouldn't understand. So the team reviews all the communication that goes out not just to new students by existing students.

We've even started the graduation help desk; we basically started using the CRM. We're basically running every piece of communication that are going out. Even from areas that aren't ours, for example, our billing area student accounting that doesn't directly report to me. But we must work very closely. They use the CRM. When they're sending communications L. We've started looking at what's going out to make sure that those things that are going to our students make sense to a student and not just to us.

Griselda also oversees our, U Central; she oversees both the one in Brownsville also. Soon she will oversee the one in Matamoros, and then the University Registrar office. A lot of people think it is just placing holds on students. There is a book associated with that. There are a lot of laws and then you try to figure out what is intended on the Registrar's side. The policies were written internally, and we did not create those policies, they are typically created on the academic side. We have to impose policies that we didn't create but we get people that want us to change.

Registrar side the policies were written internally, some of those policies were written on the academic side. So we have to impose policies that we didn't create but people want us to change. Or people get upset, staff, faculty that we're following a certain policy. We can't just change it, and that's not who we are. More importantly, financial aid creates a quarter of a billion dollars in aid, which is about half of our budget for the institution. So if we lose financial aid, that's a problem, but that can take a few years to do that.

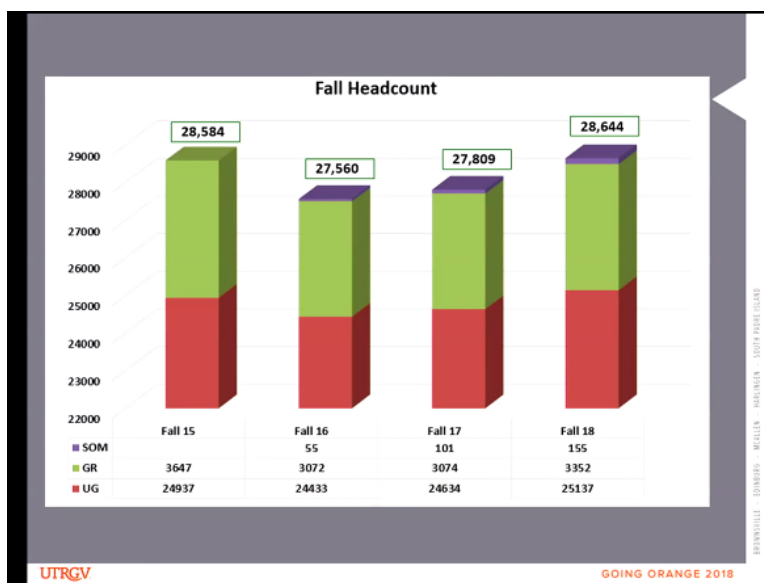
The registrar can do that with a push of a button, and a student is out of the system. What they do is extremely important; checking how a course has been set up impacts our funding that comes to this institution. If they're not that double check, our budget is impacted almost overnight. What they do behind the scenes, that people don't know about it's extremely important. I tell all our team members and everybody who reports to enrollment, everybody has a different kind of hard job if they were all easy, we wouldn't need jobs.

Michelle Oliver the auto who oversees our Data Analysis and support. A lot of people think that these people that all they do is run reports. That's like a secondary, tertiary job for them. Their first job is to support the student information systems and the offices and no student information systems loading applications loading test scores. If there are errors. And that's not the only thing, those aren't the only processes. There are tons of them. So that group. Sure, they may run some reports. You want me to send an email and ask for a report, and it could be one of these individuals doing that but that isn't their ultimate priority. It's to service admissions registrar financial aid.

Nicole Luna, Director of Enrollment Operations, if you have a student with an issue. You call one office, and that's mine. You call strategic enrollment; call Nicole and she's going to know how to navigate through a process, even if the area isn't ours. Nicole has a career services in a financial aid background. She, among other things, is really a great person to know if you have a student with an issue. Let's say it's a billing issue. She knows how to go in. Look at that, Bill and figure out what's going on. And if she doesn't know she knows who to contact. She's a great resource, and then of course we have financial aid.

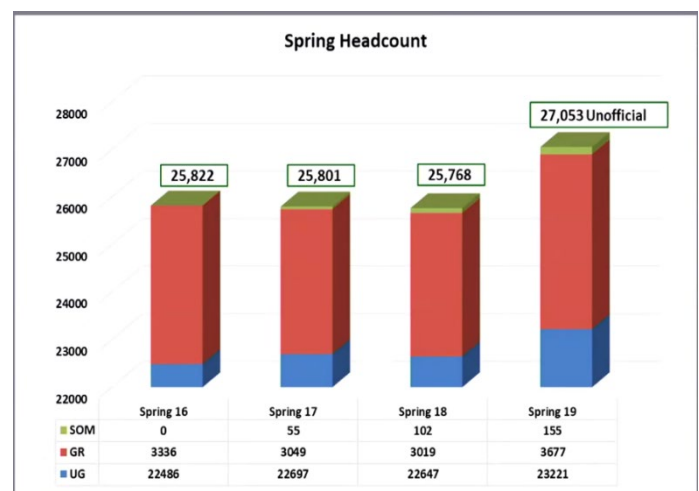
It looks like a really small box right, but it is our largest office. But more importantly, as I mentioned before, this office handles a quarter of a billion dollars in process to eat. We have started awarding more than that. Our entire budget for the institution is over half a billion. Half of our budget right now is in financial aid. So what they do is critical.

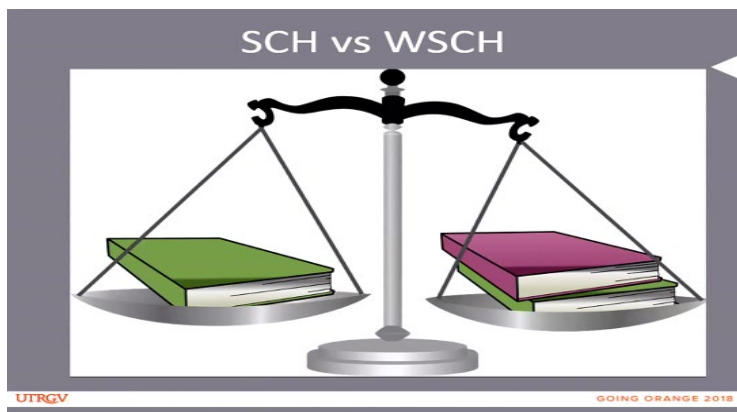
Dr. Bailey likes to remind us that there are no there is no book of words in the Bible only a book of Numbers, which is his favorite and this is literally him every week.



This is headcount for fall, and as you can see the Fall 15 still included admits and processes related to our legacy institutions and so that at that point was our highest enrollment. These are official numbers.

These are official numbers from Spring 16, you can see that that we've had an issue with spring, typically what happens in the spring is you lose about 2000 students from Fall to Spring. For all sorts of reasons, we lose students; the main one being graduation. There's not a lot of new students that come in the Spring, there's, there's not a high school graduating classes that we can recruit from. The freshman count typically goes down, we are capturing students that took a semester off for some reason. There's not a lot of new students. So, you know, you're going to get a decrease. We're very happy to announce that this is an official on today's 20th class day; so we're dropping tomorrow, but typically that drop is minimal. It looks like we're going to be at 27,000 students for Spring of 19 which is huge.





SCH = Semester Credit Hours, and
WSCH = is where money comes in,
Weight State Credit Hours,

Okay, in our semester credit hours in
the weighted semester credit hours
so anytime that you're looking at
headcount which you really want to
know is, well, how many semester
credit hours is that?

I'll tell you it's even okay for in your

enrollment to be down if your SCH are up and basically semester credit hours or the number of hours
that a student is taking so your regular SCH right here.

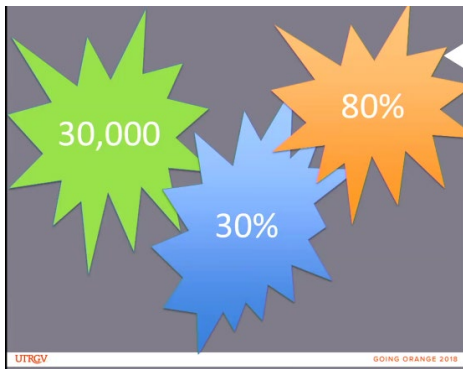


Is you're taking have a student who's taking 15
hours right so then that's 15 hours of SCH. You
total all that up and that's how many SCH for
the entire institution.

This is where the money comes in in a
weighted SCH. The state of Texas has a grid,
and no, I don't have it memorized and based
on courses, not you as a student. Okay, so let's
say you're a graduate student and you're
taking a graduate and undergraduate course;
you're taking six hours the weight on those SCH
is not a one to one ratio. If that undergrad
courses, four hours in let's say history, you get
one weight. And if that graduate level course is
three hours in science, you get a different
weight.

This is where our money comes from. When we're in enrollment meeting, we'll look at headcount
just because everybody does, but we spend the majority of our time talking about weighted a SCH is
and where are we; where does it look funny? You know, our students taking 15 hours or more of
what's happening on the graduate side, those types of things because that's where the money
comes.

This is where you can help. You have contact with students, either directly or indirectly every day.
And when it comes right down to it, and you look at the numbers. It doesn't matter what semester,
you're looking at. New Students take up 25% of our students. 80% are returning our students. This
is where we need to be looking at, and this is where we can make a difference, our continuing
student all those numbers. You just saw 75 to 80% are made up of current students and everything
we do on a daily basis impacts those students.



These are our goals for next year, as an institution, Dr. Bailey keeps up being this so I'm just going to set it at 30,000. All our projections are at around 29. It's kind of crazy, but the only way we're going to hit 30,000 it's not with new students, it's with our continuing students, retention of our graduate students. We don't want those students walking out the door.

Can anybody guess what this 80% is? Our 1st year retention rate for 1st year students. We had an 80% follow the '15 to Fall 2016 retention rate for first year students that rate has

been slipping and it is down to 76%, 76.4% more or less. This number is slipping. This needs to go up. If you have students that are hesitant send them my way, send them Peters way we'll have a conversation with them figure out what's going on. This 30% we're about to have our first four - year graduation. This is what we want it to be. That's huge. Anybody know what our legacy institution graduation rates were? Graduation rates for legacy was less than 20%.

So this would be huge for UT RGV and would put us right up there with the Texas Tech's University of Houston's of the world.

We all play a role!

- Make Contact
- Basic Terminology
 - Probation doesn't mean you can't enroll
 - Not all holds block registration
- Important Programs
 - Tuition Guarantee
 - 12 Hour Cap



UTRGV GOING ORANGE 2018

So how do we all play a role, like I mentioned, to contact the student. You know what's amazing. Just ask your student employee, if you have one or if you seen one. Have you enrolled?

You'll be surprised when registration starts how your own student employees that you've just automatically assumed are doing fine may not be; we even find that with ours. What can we do to help, ask your student workers, ask them how they are. We have students that need help with understanding basic terminology. You can always call me office and ask. Students see HOLDS, and they think they can't register.

Who didn't apply for financial aid, because he was on financial aid probation thought that he wasn't eligible for a because of that word "probation". If a student tells you want on probation. I can't do this, you know, that's something you should know that even if you don't understand the background that you can make a call, you can always call my office and we're going to figure it out.

Here's another big one, student goes out to the system and they see a hold, so they automatically think it's a registration hold. Not all holds block registration. In fact, most of them will block a transcript, but not registration. Why, because I check those all the time, it better be really, really good reason. Hey, you can't just don't was \$5 for a beaker. If you hear students saying I have a registration block. Either they always a lot of money or more than likely, it's just a transcript to block. So again, even if you're not sure how to look. Contact us know some of the important programs, right, that a student can take 15 hours and it's actually free.

Anything about above 12 hours does not cost you extra for tuition and mandatory fees. Now obviously if you're taking a lab that has a lab fee that might be in there but the general rule that 13th, 14th, 15th then that 12 our cap goes right along with that tuition guarantee to a rate for four years, even as a transfer student.

I flipped those I was telling you about the cap the tuition guarantee is that when you come into UTRGV as a student, you're locked in. Let's say this, let's say your transfer student from South Texas college you started there in the fall of 2017 and you're going to transfer to us in the fall of 2019 we lock in the UT RGV tuition rates from fall of 2017 for you.

Say some benefits when you're out there talking to your family member who's not sure where to go to school, or perhaps isn't sure if they should transfer.

Just to basic programs that make a huge difference in in tuition costs for a student. And again, if you can't remember if after this you just are like, you know what, I know we have some programs. Again, just give us a call. Put that student in contact with us.

Why do we do all this because of social mobility, I'm going to tell you right now, I would not be standing here today. If it wasn't for a small school in South Texas NOT HERE IN THE RIO GRANDE VALLEY. But somewhere else. They offered me some financial aid and the opportunity to go to college. It really does make a difference. Everything you do daily, makes a difference to help our students cross the stage and have a better life for them and their families. If you can't remember anything else. Remember that we're in this to help the student be successful. But with the population that we have, we're in it to also help the overall family and the bigger picture.

Questions:

So last semester, I think, or in the Spring. There was promotion for family members of employees to enroll, and it would be for graduate college. I'm not sure. But is there a plan to continue to do that?

That's a good question and I don't have an answer to that, but I know they're part of discussions that we are having as far as continuing that program. You want to add that you want to keep that program. And, whenever we announce something like that since I do Employee On-Boarding, it will be great if we tell our new employees that we have that, because now they missed that announcement in the spring. Right. So whenever it's time to announce something like that, again, it would be great to let me know and On-Boarding so I can share that with our new hires that might bring kids down right. In school age, college age. I don't know. So we can announce them with them too and promote that for them as well.

That's a great idea. We'll make sure that happens. Yes.

Question: When you talk about enrollment and credit hours, is that with the school of medicine, are they included? The Weighted Credit Hours?

With the School of Medicine, we are allowed to report enrollment. So when you see head count the School of Medicine counts are in there. Okay, so right now there's 155 students. So there's 155 students counted in there and we're allowed to count them for fall or spring.

On the semester credit hours. The School of Medicine is taken out because they have a whole different reporting structure and one of these back there, shaking her head. There's a whole different

reporting structure. Not reporting from an organizational standpoint reporting to the state of Texas, and how that gets funded and I am not the expert in that, so I won't go into details. But yeah, they're there. They really don't get semester credit hours, so they're not included in that

ZOOM Question: When students transfer out or drop out, is there an exit survey or question to get their feedback on why they are leaving UTRGV?

No, because what we have found is that, the return rate on those are really, low like less than 1%. This is what we do, we get that list of students who have not returned. We send it to What's called the National Clearing House that can tell us that that student is enrolled somewhere else.

Typically, we can tell typically most of our students who leave about 50 to 60% of them to enroll somewhere else, enroll at the local community colleges. And that is because their GPA. They're on suspension with us and have absolutely no reason for them not to be with us. We don't send them a survey, we call them individually, and try to find out why they're not with us. A lot of times it's personal. It's, you know, they had to get a full-time job or whatever the cases. We try to counsel them. We have Student Employment is there something we can do. We have some scholarship programs that we have put in place for returning students. We even have one where we're helping them pay back the money, they owe us because sometimes that's why they stopped out so there's not a survey, it's a different way of getting to the answer of those students that we really need the answer from. I hope that makes sense.

Yeah, easy. the only guy was asking if we run into a student. If you run into a student in the community who left the university and is considering coming back. Just, just contact me directly. Debbie Gilchrist is really the one that handles a lot of our stock outs, but don't hesitate to contact me directly. And if I can't make contact. I'm going to have somebody who can. The easy thing is, think of us as a one stop shop and then we figure it out from there.

Which is exactly what we want. I do the same thing with a waiter or who you know the HEB A lot of times I'm going through the grocery store. I have a UT RGV shirt on. The cashier always asked me, so do you work at UT RGV. I'm like, Yes. Are you a student?

Well, no. I'm like, so I have business cards and like here, call me and we'll figure it out. Okay.

Question: SCH - which courses have the most? Which programs are courses have the highest is here today is that I don't have it off the top of my head, but there's actually we have a grid. I mean, you're going to find the STEM courses have a higher weight. Okay, so your sciences. More so than your liberal arts courses. But what's important to remember is that your 1000 level course. Right. So your first year course is always going to have a lower weight. Than your 3000 and your 4000-level course in your graduate courses. So those weights increase based on level as well. So it's not just program. It's level, of course.

Question: Do you anticipate will be marketing those programs, maybe a little bit more than what we've been doing now, or do you feel that we've been marketing them well?

From a recruitment perspective, we're recruiting for the entire university, right. You know, we just want you to go to college right. It doesn't matter to us from a recruitment standpoint, what program that you're going to go into when you look at our recruitment materials. We market all of our programs because you. You never know. You never know if you leave one off. Then you could lose

that student completely for four years and that's much worse than having someone come in to a program who maybe doesn't get weighted as much. So, so we're not looking at the weights from a recruitment standpoint. Okay.

Question: What is the possibility for children of faculty and staff?

There is a conversation that is going on. Something that happens at a public institution, private institution do that. Private institutions can discount their tuition. If you've ever heard that terminology that public institutions are not so I don't want to say never. Because that's not the case. And I know that's a conversation that occurs, but we have to look at the overall wellbeing of the institution and what the impact of that is, but for sure.

Our, our staff incentive ss still in place is not going away. Anybody in this room who wants to go back to school gets what, three hours. It's up to six hours. But I also know that is being revisited so

Zoom Question: The question is, students who drop out, or they count it in the enrollment numbers.

It depends on when they drop out. The student must being enrolled by 12 classes at paid by 20th class state in order for us to count them. If a student drops out withdraws from all their courses prior to 12 cost day, then we don't get to count them. If it happens after 20th class day then we do it gets kind of tricky.

Send this question to Dr. Hinojosa via ZOOM: What is the current policy for excess credit hours, any change in fee? and is there a set policy if student submits a change of major form and its impact on status?

UTRGV tuition and fee webpage: <https://www.utrgv.edu/ucentral/paying-for-college/tuition-fees/fall-spring-tuition-fees/index.htm>

Students receive the charge after they have surpassed 30 hours of their undergrad degree program taken at any institution and does not include double majors or minors. We receive the list directly from The Texas Higher Education Coordinating Board and a change in major does not typically change the student's status as we have very few programs approved above 120 hours.

Thank you, Dr. Hinojosa It's one of the main reasons we wanted her to come today and to speak about enrollment is because enrollment really is and all our job description, it's everyone's responsibility, none of us would be here without our students. That's really the bottom line. As we, you know, go out there are days when we're in the grocery store. We're in a restaurant, and we see young people or otherwise, you know, and people who are just interested in being in school, you know.

Let's ask them are you in school, you know, are you looking to be in school? Well, this is what we offer at UTRGV. Let's get familiar with. A couple of different programs. We don't have to know all the details, but we just need to know who to send people to. Make those efforts. You know, starting at home with our, you know, nieces, nephews' cousins etc. and expanding into our own community. Thank you very much.

b. UREC Services (People's Choice) - Ms. Kimberly Rottet

We had a special request to bring her in and to talk about her services and her unit.

Additionally, we've had other you know questions come up regarding the URec and how staff can get connected and engaged. So we have Kimberly Rottet here to talk about the URec, you have the floor.

Thank you for inviting us. We're always happy to come and speak to anyone we kind of like strategic enrollment sometimes get the question, what do you do on campus, other than literally flip the lights on and roll the ball out.

But also thinking that it's predominately for the students. Yes, they are primary clientele. But when it comes to our university community, we like to tell that we have an awful lot of bang for the buck that you get when you get the membership with university recreation.

There you know we're anticipating questions. You know, we can't necessarily build you guys the Faculty, Staff only locker room, you know, we have that. "We don't want to work out with our students." We understand that, you know, so we try to find some ways to kind of get around it creatively, but then really touting, especially in our location. Thinking about what we can do for our faculty and staff community with just some new programming that we're that we're hoping to get on and come along with. Half of our staff, maybe a little bit more than percentage wise half is brand new to this institution. I've only been here since July of 2017.

And since then, we've had a few people. We had a couple people before that come on. And then a couple people after as we were still growing and filling our staff. So your staff and our recreation center is has some, some, you know, pretty savvy veterans who are very familiar with UTRGV, as well as the UTPA days.

As well as the other half of us are just coming from other places with hopefully some different ideas that we can just find something to mesh all together but relative to our services. I do have some stuff to hand out for you guys today and is to have some questions.

We want to make sure that we find an easy way for you guys to understand what it is we offer in terms of membership. We do have faculty staff memberships; retiree also for your dependent and for your spouse. We do have alumni memberships also the alumni dependent and spouse. And we do have some community options.

For people who may not, they may be, they just want to come in and see what we have to offer. Or if you're a member and you have a family member here. And you guys want to come play basketball or the kiddo wants to come climb on the climbing wall on the weekend sometime you guys can do that with a guest pass. We are open to the community. We do try to offer a wide array of opportunities for people to join us within our building. So that's on the one side with Edinburg.

But on the flip side, you'll see the Brownsville rates. We do work cooperatively with Texas Southmost College and their recreation center. All UTRGV faculty and staff, and alumni of UTRGV, UTB & TSC. We are able to utilize that facility as well. So we do have a working partnership with them. If you work closer to the Brownsville campus, you can still utilize those services.

Question: What do you get with the membership when we think about faculty and staff? They're going to be a few different things, it's going to vary a little bit from the Edinburg to Brownsville campus. But within the Edinburg campus you have obviously access to that informal recreation. If you're just coming in, and you just want to, you know, jump on the treadmill or grab a quick weighted workout you can do that. We have the informal recreation option.

You can play basketball with us. You can jump on the climbing wall. You can even do some of the group fitness classes. So quick show of hands, how many of you guys have memberships to university recreation. Okay, thank you. Thank you.

How many you guys have memberships to other gyms around town, raise your hands, probably. All right. We'll ask about those in a minute. But one of the things that we like to talk about like that bang for your buck option.

You know, are you going to have to pay extra for the group fitness classes at, you know, one of the other gyms that you might have access

As of right now, those are those classes are free if you have a membership; you can come in to our any of our group fitness classes and take those classes. I will tell you, we obviously we're in the business of student development. We predominantly hire students who can go and earn these training and earn these certifications to teach these classes for us, on occasion, not as often, but on occasion for specialty areas like the group fitness, maybe even for the aquatics area.

Maybe even for like an outdoor adventure certification. If we were to offer like kayak and we might hire an ACA kayaking instructor. Those may not always 100% of the time the students, but odds are it's going to be a student that is working hard to maintain the certification hopefully utilize it later.

I mentioned that the climbing wall and the Natatorium on the Edinburg campus. We do have the outdoor pool. We do also have a partnership where we staff, the indoor pool during the winter months, sometimes during the summer and the end of the four to six time frame.

We can work with the with HHP to try to have some staff over there, but it's important that everyone recognized that's you know that's not our space that's not our building we're providing staff and we work with the HHP to kind of have that space. But then we also work with a physical plant to maintain the chemicals within that pool as well so we can have it open to everyone.

There are opportunities for some of those sport related things with your membership. You can you can get involved in some of the intramural activity as well you know some of those sporting activities and have some leagues.

We just relative are still relatively new and what we're kind of softly calling some customized programming and that can be within a sporting event, but most recently it's been within the fitness and wellness realm. If you guys are doing a staff retreat and you need someone to come over and you want them to lead a you know a meditation session or do a yoga workshop for

you. Or just get you up and moving out of your chair or teach you guys that there are some desk exercises that you can do. Maybe when we're stuck at our desk for, you know, for a part of the time during the day. We have staff that can come over and facilitate those types of customized programs for you.

We also have some outdoor adventure, folks, you can do some very specific team building activities for you. Some of us on staff. I've worked on challenge courses before. We've taken that experience and kind of modified it to what we call low ropes elements so that you guys can do problem solving. And, you know, not just the, the kind of the cliché word everyone uses is team building, but it's more about testing your communication skills and then using that to do some problem solving together.

There are some other things on the Edinburg campus that we also offer that they do require a little bit of a nominal charge. We do have personal trainers. We had them at one point, back in the day and then that kind of went away for a while and we brought it back. That's an upper level. That's an upper level certification that our students are going to seek. We do have to kind of recoup some of those costs in that nature, but there are some competitive packages for those costs for personal training and you can get the fitness assessment.

Our fitness and wellness staff also just purchasing in body which is like your body readings, but it's a lot more in depth in and graphics in terms of education and then maybe what you might have been used to with just the small handheld machine. We have some opportunities with that. And then the rentals.

We are open. We do run down our facility as well. You guys might need space for an event coming on campus. If it's during our hours of operation, we do not charge student orgs, and we do not charge departments. If it's during our hours of operation. and we do not charge departments. If it's during our hours of operation. We sometimes are kind of that rainout spot for folks that they might need something from us, or maybe even just in the area. If it's Wanting to utilize the pool and tiny throw a birthday party, you know, some point on the weekend we can do some of those things for those types of things summer youth camp. We do have that's it is upcoming.

So on one side of that, if you have kiddos and you want them to be active during the summer. Then this is one opportunity that we have, four different sessions that are coming forth this summer. Starting on June 4 and going all the way all four sessions through August 3rd, almost all summer long. There is a little bit of a break with the July 4 holiday when so many people tend to travel.

Four sessions and you know they're getting activities with the swimming. They're getting instruction in art and tennis, badminton, football, volleyball, soccer. A lot of the major sports but they're also having an opportunity to get on the climbing wall and do some stuff

UTRGV UREC SUMMER YOUTH CAMP 2019

SAVE THE DATE!

SUMMER YOUTH CAMP OFFERS MANY DIFFERENT ACTIVITIES TO KEEP YOUR CHILD ACTIVE AND ENGAGED DURING THE SUMMER TIME.

EARLY REGISTRATION BEGINS COIMMUNITIES FOR CHILDREN OF UTRGV STUDENTS, FOCUSY TEAM, AND ADAPTY (ARCH) MEMBERS & NON-MEMBERS. HONORARY UTRGV REGISTRATION (HONORARY) COMMUNITY

AGES 6-11

ACTIVITIES OFFERED

- CLIMBING WALL
- SWIMMING
- ART
- TENNIS
- NETBALL
- NET KICK
- BADMINTON
- FOOTBALL
- VOLLEYBALL
- SOCIAL SKILLS
- SOCCER

UTRGV HOMECOMING

HONORING OUR LEGACY, BUILDING OUR FUTURE

THURSDAY, FEB. 14, 2020, 6:00 PM, UTRGV UREC, UTRGV UREC

CATCH UREC AT

EVENT	CAMPUS	DATE	LOCATION
HOMECOMING TIP-OFF 12:00 - 2:00 P.M.	BROWNVILLE EDINBURG	THURSDAY, FEB. 14	REC-CO Courtyard REC-CO Chapel Lawn
HOMECOMING WATCH PARTY 7:00 - 10:00 P.M.	BROWNVILLE	THURSDAY, FEB. 14	Cine Bella Classroom
BATTLE OF THE COLLEGE & DRIVING OF THE LETTERS 8:00 - 7:00 P.M.	EDINBURG	THURSDAY, FEB. 14	Edinburg Fairgrounds
HOMECOMING TAILGATE 6:00 - 7:00 P.M.	EDINBURG	THURSDAY, FEB. 14	Edinburg Fairgrounds Parking Lot

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UTRGV UREC

with our fitness and wellness staff, just about. Thinking about forming some of those healthy habits early in life.

On the flip side of that quarter sheet, though. One of the things that we wanted to point out; we are going to you're going to see us at some of the upcoming Homecoming events. We do run promotions, where we are trying to continuously seek some, faculty, and staff to come into our building and alumni as well. So there's an alumni special are getting ready to go on. It's 10% off the annual you wreck membership that's in conjunction with a lot of these Homecoming events. So if you guys are alumni and you do not have a membership with us. You can certainly be sure to stop by at any of those opportunities and chat with us. What questions do we have, I had a couple of other things about some ongoing projects?

Questions: If I am a student and an employee at the same time, and my spouse would like to have a membership at the REC in Brownsville...What is the process for my spouse to join if I am already paying the fee as a student?

You currently what you would talk to our membership Services Coordinator. But if you're a student, then you're probably already paying the student fee, the student fee is \$75 a semester. If you're paying the student fee with your tuition. Then, technically I think you would we could double check this, but it technically I think you would have to be paying the student spouse. So if you're a student and you're paying the fee. That's what's going to help separate the classification for the type of membership.

Question: What is considered a dependent?

A child that you're responsible for, you know, your child; we do sometimes run into situations with dependence with summer camp with everyone kind of jumping in the car and wanting to register neighbors as dependence, not necessarily the case. So it's a youth that you're responsible for us.

Question: Is there is not dependents in Brownsville?

That is correct. No dependents in Brownsville, only Edinburg. In Brownsville, you have to go to Bursar to pay and it is still TSC building so we have to follow their rules.

What you will notice, some little bit of a difference in price. And you'll notice a little bit of a difference in who they are. Able to give memberships to and that's just really because we have a collaborative working relationship with TSC. And it is still there building, and we just are able to kind of tap into the membership opportunities there; they do not do guest passes and at this point it. No, they don't do dependence. So that sometimes is a will help alleviate some of the walking about campus and trying to figure that out. And the other thing I'll point out that we tend to get a question a lot for Brownsville, is that they don't they don't take monies at that facility, you would have to go to the bursaries office to pay.

Question: Can you clarify on where to students taking online courses? So if you just chose to take online courses that semester? Is a \$75 not charged up front, and then they can have it added later or are you referring like to graduate AP students that are only online?

We might need to, we might need to double. Double check this. But really what it comes down to is that not all students taking all online courses are paying the recreation center fee. And in order to have your student membership. You do have to pay the \$75 were a student fee funded

facility at pays for the mortgage of our building. And that's essentially why we have to charge faculty and staff as well. I know there are a lot of questions about why faculty and staff have to pay. In certain states, Texas being one of them there are laws about what we have to actually charge because it is a student be funded facility. So, this the faculty and staff have to at least pay at least what the students pay just for that. And there are some states that will that will differ and they're not all going to be the same, but here that it. That is our so we have to charge that

Question: Rental fee for pools for birthday parties?

<https://www.utrgv.edu/urec/facilities/reservations/rates-and-rentals/index.htm>

Now these are you got to keep in mind. If it's a if it's a student org. These are charges that are outside of our hours. It is going to vary a little bit, but then if you're the community. If you are online only, you have to pay the student fee for recreation, employees still need pay. There are group packages here. This might be a little bit different.

Question: During the Heart Walk one of the UREC representatives talked about PRIME through our insurance...is that a new program?

PRIME fitness, is wrapping up. It is a new. It's a new program that we're working with. So prime, think of it is just a membership provider option that we're looking into one of the things that we, the questions we get an awful lot from faculty and staff is that, when they don't want to work out where their students are up, but they don't want to necessarily have to pay. And, you know, and obviously recognizing that because we do have to charge something for you know for these because of the student fees. This is one option that we're trying to consider is collaborating with an insurance company to try to help offset some of those costs. One of the challenges that we ran into before you know Prime with activity and Silver Sneakers and those two options coming to us was that we didn't have anyone on campus that could literally like prescribe exercise, and that was one of the like the hang ups with the insurance company.

We needed to be able to prescribe exercise from a physician in order to help men offset some of those costs. So we are working with its, its Prime Fitness. But then that would be with activity and silver sneakers. So we're going to have some varying age groups that were that we're going to be working with. So, yes. And that is wrapping up the in the contract process as we speak.

Question: I'd like to ask about and I know because this has come up before how it works for staff members who have a membership on either the Brownsville side or the Edinburg site. How does that work?

Okay, so, and we get that question from the students as well because sometimes they change locations in terms of where their courses are. The one thing that we asked is it recognize that we don't have the power to transfer literal language that some people are bringing to us. Can you transfer my membership?

No, technically, we can't. We do. I think for our students were utilizing a service where if it's if they're living in Brownsville, and taking classes in Edinburg, we can work with them on that. But for sometimes for faculty and staff, if you're here. If you're housed on the on the Edinburg campus and you have a membership with us. It's not necessarily going to be reciprocal to the TSC recreation center.

And just because you know within the spirit of campus climate and you know campus connect As they move forward and UTRGV really the goal is for faculty and staff and students to think of themselves as UTRGV students versus as a brown still see it in or as an Edinburg alumni or a Harlingen staff member. I mean, yes, we're not there has not yet. We always strive to be; we're just not there yet. Yes.

Senator Carla Lopez: I think what we need to understand US as the Senate and the message that we really want to transmit to our other colleagues is that we don't own that facility. So we can't actually implement regulations and change policies and Kimberly, you can definitely explain more on that.

Yes, there's not much we can do because it's not our facility; it's not that we don't want to help them or it's not that we don't want one campus to receive the same services or the other. But it's a completely different scenario. So that's the message that I think we need to transmit.

Fall programing in Edinburg can work in Brownsville and sometimes we have paid for staff and students to go offer the same programming. I would agree We have an awful lot of conversation about what it means to be equal and equitable and we recognize that with the language that we talked, an awful lot about at least with the students from a programmatic perspective.

Like, not even programming this the services that we offer. We have different cultures and the Brownsville, you know, campus is a different culture. Even down to programming, what will be popular in Brownsville may not be as popular 65 Miles, you know, West and on our campus and we recognize those different nuances. So we're trying to figure out simply where our niches in terms of programming at this point for both of those locations. But we do make it a point from our, you know, our service to the students that if we offer something on the on the Edinburg campus. We want to see what is equitable to be able to offer on the Brownsville campus.

And that's something that we do, we do talk about quite a bit. And we see that most often when we think about special events. And if we're offering a program. So, the customized programming that we just started last fall on the Edinburg campus. You know what we can pay a student as students director to travel to Brownsville so that departments, you want to have that same service like faculty and staff that might be in Harlingen or Brownsville, and they have they've done that we have sent students, we've paid them to travel to do those types of customized fitness programs for fact, you know, faculty, and staff. So we're really trying to see what we can do. But we also are very we're very aware of the fact that with a different culture on both campuses. Even sometimes what we think we might want to try it may not always work. Just because you know the culture is different, you know that certain activities that they really want on the Brownsville campus that just won't they don't go on the Edinburg campus.

Thank you so much. You have there's ways that we can we can continue to engage with your area. The different Wellness Initiatives the UT System sponsored Wellness Initiatives, sometimes there's I don't know exactly how to explain this, but sometimes there's opportunities for staff to go to the rec center. during those periods. So we definitely encourage your staff and faculty to make sure that you do that. And, check out the area and make sure that when there's events that are going on and you can make it to the events, try them out, you know, engage with the staff engage with the URec, and we just thank you very much for coming in. You have some goodies. Awesome!

Question: Tell us about your new branding.

So one of the things that we're doing, and we're trying to keep in line with the marketing change in the color change with Marketing. We are changing colors, continue to brand the gym. Where can we put artwork around the facility. Hopefully we can get more school spirit. When you walk into the building. If you were to walk into the mat court, you'll see you'll see our 88% charcoal. Is that what it is now. On the cinder block, you know, we were looking for some creative ways to not necessarily have staff in there with Mr. Clean eraser every week. Kind of scrubbing the soccer ball marks off our walls and we thought, hey, we can utilize this new color to maybe go every other week on that just because that takes up an awful lot of time. It's a lot of a lot of real estate.

But one of the other things that our marketing our student marketing team and our professional staff and marketing are putting together some schematics for us. And they've already done a really good job. When you walk through our building, where can we continue to brand new the new UTRGV with the you know the new gray in our utility of the orange. So the Mat gym is The first location for that. We probably won't be able to do things like redo the basketball courts anytime soon.

If you guys know anything about courts. You only get to San those down. So many times, and a shelf life. So we're going to be cognizant of funds and not have to do that until we it's time to do that because we have a short shelf life will deal with those floors. But then some of the other things like working, we put some, you know, some artwork. Some decals and murals up within our facility and we've outlined a lot of those places. So hopefully next time you guys take a walk through, You'll see some improvement in terms of just trying to Go from I don't even really know that we had UTPA colors too much very, it was, it wasn't really was. There's a lot of greens and blues but nothing that really matched you UTPA so hopefully getting a little bit more school spirit in our, in our facility as you next time you guys walk through.

c. Team Excellence Award Proposal - Ms. Carla Lopez and Staff Success Committee

We have Carla and Karen, Staff Success Committee they're going to speak a little bit about the team Excellence Award and a proposal that they have for it. To give you a little bit of background on the team Excellence Award. Right now, human resources is planning the employee awards and recognition and what that's going to look like. They've asked for representative from Staff Senate to serve on that committee. We have Carla Lopez serving on that committee as well as Karen Dorado so along with that, in the spirit of awards and recognizing staff, they're coming up with a proposal that they're going to present here to staff senate about a team award. And so, as it goes through this. Let's look at it critically and think about some suggestions for them and some of the ways that we can really promote this within the Senate.

While we wait, I'm going to take an opportunity to speak a little bit about something that I see on the screen and which is Graduation deadline February 28 for students, you know, who are planning on graduating and spring or summer of 2019 so if you know these students, please let them know that the deadline to apply is February 28. On the homepage at streaming across my UTRGV.edu

UTRGV Team Excellence Award

What Is The Award?

The UTRGV Team Excellence Award was created to recognize and honor outstanding teamwork within a group of UTRGV employees. The award will be presented at the Staff Service Award Ceremony.

There are three categories that teams can be nominated in order to receive the award: Departmental Team, Cross-Departmental Team and Project team. Out of these three categories, one per category will be selected to receive the award.

Who Can Be Nominated?

Nominees must be groups of full-time, benefits-eligible employees of the University of Texas Rio Grande Valley. Nominations must be for groups of two or more staff members from Assistant VP level and below within one department, several units within a division, or two or more departments that have worked together to achieve a common goal and who have gone above and beyond in their service to the university. All team members must be in good standing.

So we should, you should see on the screen as the UTRGV team Excellence Award and as PJ mentioned, this is a proposal that has been shared with the rest of the staff senate and within the Senate, the Staff Success Committee has been working on this for the last month and a half. Probably two months.

The reason why we are proposing this recommendation is because there's nothing in place for this particular award. We have been recognizing years of service, but now we want to recognize employees for their excellent service to the institution and everyone who's involved in the institution, the community students and all the entities.

The reason why we looked at just this award is because of the sense of unity that we want to work on because of the results obtained through the climate survey and we decided to propose the team award first and because of the time frame. We're only proposing one for now the intention is eventually to develop the other maybe one, two or three more as many as we consider are appropriate and those will be most likely individuals, looking at individuals. The purpose of this award is to recognize teamwork within a group of employees, regardless of their geographic location, regardless of their division and different departments. So we are recommending three categories for now. We are in discussions representing the Senate with human resources.

There is nothing like this in place at this time. We want to create a sense of unity. Due to the time frame we are looking at 1 award for now and maybe adding others later. We also Karen Dorado, Governmental Relations and Nicole Englitsch and I, which is kind of an awkward representation, because we're also part of HR, and we've met with Dr. Lorraine Leah's from Human Resources.

And we're still trying to decide as to the specific titles for these categories. What I mean, for that is we want to recognize, like I said earlier, people, regardless of their geographic location. So these can be tailored as we better consider whether they be divisional departmental cross departmental or project teams as we have here on the screen. So again, I want to reiterate that this urges recommendation at this point.

Who Can Nominate?

I

Any fulltime staff member may submit nominations or self-nominations within the designated timeframe. The nominating petition must include full list of nominees and describe the team's exceptional contributions and service to the university.

Who can be nominated well here definitely we want to recognize As many people as we can. So the only requirements that we have here so far is that they can be from a Assistant VP level and below,

and they will have to be two or more Individuals from any departments and any divisions. Other requirements will be looked into detail as we move forward with this recommendation. Anyone can nominate any full-time staff member can submit nominations, and we are recommending that also self-nominations can be taken into consideration.

Selection Criteria

Recipients of this award have demonstrated outstanding performances and results due to group achievement. They have demonstrated exceptional ability to foster collaboration, communication, and cooperation among colleagues internal and/or external to their department. Examples of demonstrated outstanding performance include delivering exceptional customer service, recommending and applying cost and/or time savings, implementing innovative ideas, maintaining high safety records, combining talents of traditionally separate units, and actively demonstrating by example a willingness to encourage teamwork in the workplace.

Projects/specific tasks will be considered for nomination on a fiscal year basis and must relate to the university's mission statement and institutional values in order to be eligible.

The selection criteria are, of course, they need to demonstrate that they've had an outstanding contribution to the institution. But what we want to convey more than anything is that they have a way to demonstrate that their contributions had a positive impact to the institution. They'll have to submit a packet of nomination explaining in detail what was their recommendation. What it consisted of and then what the results to the institution, the positive impact to the institutions were and that will need that would need to be also submitted with letters of recommendation. A full list of all the team members and their names.

Selection Process

- The call for nominations will be announced via Messenger, Staff Senate and Human Resources website and UTRGV social media groups.
- The nomination form should be thoroughly completed and submitted along with three letters of support providing specific examples of how the nominated group's efforts achieved, advanced or supported UTRGV's mission and core values (strategic plan). Nomination packet should include the names of all team members.
- Both the completed nomination form and letter(s) of support should be emailed to [blank].
- All nomination packets will be submitted to the Office of Human Resources for eligibility verification purposes. I
- A selection committee composed of the Staff Senate will review nominations and recommend recipients. Subsequently, recommendations will be submitted to the University's Executive Leadership for final approval and winner(s) selection.
- All finalists will be invited as honored guests to attend the Staff Service Award Ceremony in the spring.
- Awards will be presented to winning teams during the Staff Service Award Ceremonies.

Recommendations for award tokens:

- Glass Award per team
- All winning teams to have lunch with the president together or similar appreciation event
- Small individual award items such as pin, lanyard, mug or similar with a focus on team spirit
- Certificates to be presented to the winners
- Certificates of nomination to be awarded to all nominated teams

We also want to consider this nomination on a fiscal year basis, and we want to make that very clear on the document that is going to detail or lay out all the requirements. That way no one would feel that we're leaving you know anyone have the opportunity of being nominated.

We are also recommending that these will be announced via The Messenger and via the staff senate and human resources website and on all the social media groups for those departments that have an account. As I mentioned, the nomination would need to be submitted along with three letters of

support and what we want to request from them for their nomination is that it's very detail how their contribution with this project or a specific task is aligned to the university's core values and the strategic plan and the mission and vision statements.

The first step is for these nomination packets to be submitted to the office of human resources for eligibility purposes and that's us to confirm whether they are full time employees and have any other requirements that we may have to look at. There will have to be also a selection committee composed by the staff senate and any other executive leadership members who may be part of the selection committee or may need to look into these nominations further in the process.

We want to recognize all nominees during the staff service recognition awards ceremony, and we will like to provide them all with a paper certificate and all the finalists and winners will be recognized also during the same ceremony, which is that need to be very clear as to the location because some of them might be predominantly in one campus or the other. And these are what you have on the screen at the, at the end of the document or just recommendations for the tokens of appreciation.

We would like to give them a glass award a different type of maybe a glass of water, maybe a plaque something different that they will receive further years of service and maybe even a group picture or nice frame group picture for every member of the team and perhaps also depending on the on the budget available. They could also have lunch with the President of a later date after the Staff Service Award Ceremony. For the staff success committee members here in the in the room, would you like to add anything?

Senator Nicole Englitsch: The plan is to have this awarded during stuff service awards and that's going to come up either end of April, beginning of May, we don't have the definite dates yet but Probably end of April. So I want you to all keep in mind the short timeframe that we're looking at for this first time that we are recommending this and again this is just a recommendation and it has not been approved yet or the money for it was not approved yet. We are working on that but, always keep in mind that this is just, I guess our recommendation for now and for the Staff Service Award, since they're coming up pretty quickly.

We couldn't add as many awards, as we obviously wish we would have an institution but to keep in mind that we can think about that. Maybe plan earlier in the, in the next year's if we were planning that but just to keep the timeframe in mind.

Question: Is a recommendation of the Committee to add this team award to the staff awards that are already being given out by HR? Okay, so then we would take the role of identifying someone and the nomination process everything.

The role of the Staff Senate will to be part of the review committee or as to nominate someone just as the rest of the staff. Okay, thank you.

And it's, it's different because staff service awards just recognize us how many years you belong to a university right your service to the university, but we also wanted to have an award and actually recognizes Your work and excellence and not just a year, so we are recommending to have it be part of stuff service awards, because we have the time and we already have everyone in the room right. We thought it's a good idea. But we kind of have it. It's the same ceremony, but it's a little bit separate and the focus is a little bit separate. Yes, and the idea was since last year we have that outstanding UT Regents Outstanding Award. Since we're not going to have this this year.

We were thinking, hey, we have the time, so why not suggest another award, we can give out awards during that same ceremony.

And I didn't mention during the introduction, but I like to recognize those staff senators from last year, who also worked on something similar. Don't think that your work didn't help or was your hours at work or just for nothing, we actually looked at that and that was the baseline and that saved those hours of time when developing this. So thank you very much for that.

Comment: Carla did present this to the Executive Board last week. And the question or the comment or the feedback that we had last week, was that incorporated into this version? I believe I did all the comments and we can revisit it, I see it on their Assistant VP level.

The other thing was the review. happening within the Staff Senate, not within the E board and it I may have missed this is probably the good standing. I'm not too sure if you're referring to that. No, I was the one where it had. I'm not too sure if you're referring to that. No, I was the one where it had Faculty? It's there.

Also, a comment, Yvette and I (Lisa Smith) as part of the Committee for Innovation, we met with Dr. Mandela and Chris Trejo on the Community Engagement Initiatives. I just wanted to let everybody else know or to be aware of that. We are also working on a **Staff Excellence Award and Community Engagement**. When I brought that up with Carla last week, we reviewed this Excellence Award, and we didn't feel like it conflicted in any way with the other award. That's through a separate process that we're working on their community engagement. So just so everybody knows, there may be also another award that could be coming up.

Question: And that will be recognized at different ceremony?

The same ceremony. That's what we recommended; it's all kind of still a timing thing, as well as to when number the ceremony is and then how long the nomination process goes for these awards and that type of thing. But the plan right now is to have both, to be recommended to be at the service awards ceremony.

Question: Did you ask, when the staff service awards?

Staff Senator, Nicole Englitsch: I'm in the okay my role in HR, not my staff centered role I work on the staff service awards and I'm currently reviewing all employees that according to our records team should receive an award this upcoming ceremony. I'm in the final review of the data set.

I provided the, I guess overall numbers that I think should be awarded to HR leadership and then they're proposing to whole ceremony right to executive leadership at the university level and then if they approve everything, then we can move ahead and notify the ones that will receive an award. But at this point, there is nothing official yet; I'm working on it, but I can't really give out names now because the ceremony itself is not approved yet.

But it's kind of going to be similar as to last year we will send out notifications to the ones that we think should receive an award, it will probably be an email communication, according to a record, you achieve five years in the last fiscal year. If you have any questions, please let us know and then we're going to have a Save the Date, but I really don't know when all of this is going to go out yet.

we're going by fiscal year. August 31, 2018 would be the cutoff date, but we're looking at last fiscal year. Whoever met a milestone year of service and in five-year increments in the last fiscal year will receive an award at the staff Service Award Ceremony this Spring.

Comments: Thank you for clarifying that a call because it comes up all the time. And we know that, of course, that questions will continue to come up as they arise, which they should. For this award we don't yet have a budget for it, right, or a proposed budget on how much the glass or anything will cost?

So that's something that Nicole and I will be working on in the next couple of days, I would say. Also, I would like to, ask for the next steps as far as, as far as the approval process for these recommendations. This is the first time that most of us in this committee or have ever worked on. But if there are any recommendations from the Senate, I would like to encourage you to submit those to us. You can send them directly to me (Carla Lopez) or any of the, the committee members. As soon as possible so that way those can be incorporated to the recommendation and then we can move forward as Nicole mentioned, we have a very limited amount of time to work on these document and finalize it before sending out for final approval, because then we need to look at budget and then we need to order the items and all that good stuff. We need to get into the actual implementation phase of these. If you have any recommendations, please feel free to share those your earliest convenience.

What I want to add here regarding budget since we met with HR already. The idea is that this is included within the HR proposal to university leadership. So we're hoping We are not going to need a lot of money from the Staff Senate. Because it's going to go with those staff service a work proposal that HR proposes up the chain of command. We're hoping we're not going to need a lot of money from Staff Senate on best we want to do anything. On top of that, but You know, we, nothing was approved yet but so that's the plan.

Thank you. My recommendation will be to vote on this today because of time and you know they did send this out their email. So some of us were able to kind of look at it already, my recommendation is that we vote on this and decide whether or not this is something they should continue pursuing instead of waiting till next month, and should something come up where we need allocate funds to it, then we can look at voting on that when it comes up. If and when; so do we have a motion on the floor to approve the UTRGV Team Excellence Award?

Questions: Do we have any questions?

Quick question, if I may ask a question before. Would it be approved as is or can we still make changes to it.

We would approve it the way it is. If you would like to, solicit more feedback and you want more time, we can, and maybe we can do an electronic vote.

Peter James asked if there is a motion on the floor to approve the UTRGV Team Excellence Award? Nicole Englitsch motioned to approve, Dalyn Ruiz 2nd the motion; no debate or discussion; motion passed.

This is just to show that the UTRGV Service Excellence Award moving forward, the idea is for it to continue to grow. It's not only a recognition of how many years of service you have, but a recognition of your efforts.

And those are, you know, directly in correlation with the campus climate surveys and making sure that staff on campus feel like their efforts are recognized and this is one of the ways that will be doing that. Thank you all to the Staff Success Committee.

- d. Employee Advisory Council Fall Meeting [Summary](#) - Ms. Lisa Smith
 - Click on link to view Summary.

V. Pending Items

- a. People's Choice- Who would you like to hear from?

VI. Public Comments & Questions

- a. Zoom: <https://utrgv.zoom.us/recording/share/h5X9yvtjJpF42UpaQD0PLxpPdx-wiMCAfrcEh4ChbLY?startTime=1549899488000>
- b. If you have student employees in your office or if you know of students who are getting ready to graduate this spring or summer, February 28th is the deadline. One of the challenges that we experienced is that students may say, "oh, I didn't know" and it makes it a lot trickier to get them audited. Let's make sure that we let our students know to make sure that they go and apply online.

VII. Committee Reports

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

- I. [Processes & Infrastructure](#) Committee - Mr. Nick Dubberly & Ms. Monica Tovar

- Ongoing search on the owner for the Master List of Forms
 - Extend invitation to PeopleSoft Implementation Team for updates on progress.

- II. [Staff Success](#) Committee - Ms. Carla Lopez & Ms. Karen Dorado

Goal: Gain visibility and exposure by providing a space to share ideas, talk about what's going on in our areas.

- a. **Staff Appreciation Day, March 1st:** we want to help promote staff appreciation and we also want to try to implement some sort of staff appreciation event. And so as far what we've done is that we've worked on a couple of memos that we'd like to start issuing out in the next couple of weeks. And the notes that were emailed on Friday by Miss Carla.

We reached out to some university departments to find out if they can offer discounts in honor of Staff Appreciation Day. You'll see also listed on the memo Bookstore offering a 10% discount for staff purchase purchases. Offering a 15% discount for staff, you're on these opportunities are things that have been around, but we want to bring more visibility to these opportunities.

- b. Staff Appreciation Day Event – ice cream social or tacos

Here's a quote that we receive for tacos. Each taco \$1.29 and so we have configured some numbers for each one of the locations.

Question: Have those items 1-5 been already agreed upon by those areas? Yes, we just need to go back and confirm with all areas.

- III. [Innovation Committee](#) - Ms. Yvette Padilla & Ms. Veronica De La Garza

Goal: Gain visibility and exposure for Staff Senate to effectively communicate our message, what we are discussing in these monthly meetings and things we want to move forward or achieve and to create a sense of belonging and long amongst our Staff Senate members.

- What's Brewing – Let's TACO "Bout It" – **lead Veronica**
 - *Time line: Mid-Feb.*
 - Review proposed budget \$1,300
 - Identify 3 dates (April, May and August)
 - Secure location (Harlingen, Brownsville, Edinburg)
 - *Time line: Mid-March*
 - Provide proposed text for E-invite
 - Provide graphics/revise graphics for E-invite
 - Feb 11th Show us your love.
 - Feb 14th - Battle of the Colleges
 - Feb15th - UTRGV Alumni Mixer

Time line: Mid-Feb.

1. Review proposed budget \$1,300
2. Identify 3 dates (April, May and August)
3. Secure location (Harlingen, Brownsville, Edinburg)

Time line: Mid-March

1. Provide proposed text for E-invite
2. Provide graphics/revise graphics for E-invite

Goal: Effectively communicate Staff Senate mission by aligning with efforts to reach Carnegie designation.

Jan 2019, Innovation Committee met with Cris Trejo, UTRGV Assist. VP for Community Engagement and Dr. Doris Mendiola, data and research manager to discuss how SS can collaborate with CE to achieve Carnegie designation for UTRGV. **Three initiatives were identified:**

Timeline: Mid-Feb

1. Review and revise staff senate mission statement to include "community engagement" as defined by Carnegie. SS mission statement provided to Cris and Doris for review and recommendations.
Lead Yvette
2. Staff Senate will be invited to attend a lunch and learn about Carnegie designation and the role we play in fostering community engagement. Date TBD
3. Propose and discuss with Staff Senate a Staff Engagement award during Staff Award ceremony.
Lead Lisa

IV. [Constitution](#) Committee - Ms. Alisha Puentes & Ms. Teresa Villarreal

Reviewing the Staff Senate Constitution for any revision suggestions that will then be presented to the Staff Senate for approval followed with voting on those items by all UTRGV staff. We hope to have the revisions completed and the vote done by April so that we can then shift focus to voting for Staff Senate vacancies.

Motioned to close by Carla Lopez and Cynthia Farris 2nd motion. Meeting adjourned at 11:25 AM