

UTRGV Staff Senate – January 9, 2020

Agenda & Minutes

I. Call to order

II. Establishment of Quorum

| | |
|----------|--|
| Present: | Noelyn Llasos, Tammy Munoz, Cordelia Rasa, Peter James Ehimika, Nicolas H Dubberly, Valerie Johnson, Milagro (Millie) Hernandez, Yadira Mejia, Nicole Englitsch, Jocelyn Foster, Irene Cardenas, Karen Dorado, Maria Juarez-Serna, Matthew Pollock, Rebekah Sepulveda, Carla Renee Lopez, Veronica De La Garza, Yvette C. Padilla, Teresa Villarreal, David Torres, Karina Herrera, Alisha Michele Puentes |
|----------|--|

III. Approval of Minutes

| |
|--|
| Tabled for pending revisions, we need to address something later, and we will bring December's meetings, back to the table in February. Moving on to new business. |
|--|

IV. New Business

a. Get to Know Series

1. Dr. Maggie Hinojosa – Division Strategic Enrollment

Dr. Hinojosa took the time to introduce her staff and go over the areas that they cover. Their primary goal is to help promote student success throughout the student life cycle. They design & implement services/initiatives that help students transition from prospective student to graduate

Contacts: Dara Newton, Assoc VP and Andrea Yen, Director

Functions/Goals

- Educate & recruit prospective new freshman & transfer students

UG Admissions: Dara Newton, Assoc VP and Marybel Villsenor, Director

Functions/Goals

- Process & review applications for freshman, transfer, international, stop-out, post back, 2nd degree, and transient/visiting students
- Essays, transcripts, entrance exams, TSI, etc.
- Transfer credit articulations
- Residency requirements
- Technical course credit review

Scholarships & Communication: Griselda Castilla -Assoc VP; Brenda Garcia- Director of Scholarships & Enrollment Communications

Functions/Goals

- Award scholarships to assist with recruitment & retention of top achieving students
- Collaborate & Coordinate with Athletics, Institutional Advancement & all Colleges
- Manage CRM

Enrollment Systems & Analysis: Michelle Alvarado, Asst VP & Mario Salinas, Director

Functions/Goals

- Implement & maintain the SIS & auxiliary software packages
- Provide student information to staff & faculty for data driven decisions.
- Assist SE Staff with daily task improvement through technology automation
- Provide first line desktop hardware & software support for SE staff

Degree Audit Systems & Support: Michelle Alvarado, Asst VP & Rosa Pena, Director

Functions/Goals

- Oversee student degree audit process
- Maintain system configurations and proper coding of curricula changes in Degree Works.
- Add Graduate Programs to Degree Works
- Upgrade Degree Works by Dec 2020
- Course Program of Study

Financial Aid: Elias Ozuna, Director & Karla Flores, Sr Assoc Director

Functions/Goals

- Administer & award federal, state, and institutional aid
- Offered \$309,431,517
- Disbursed \$247,467,882
- Largest TX Grant allocation \$39,591,075
- Creation of UTRGV Advantage
 - Cover mandatory tuition & fees for qualifying students with income of \$75,000 or less

Volunteer Opportunities: Commencement

Keep an eye out for emails asking for volunteers. We can use all the help that we can get.

ZOOM Q&A: We have one question for zoom. They want to know in regard to commencement. Are we required to use vacation hours or what is the process? That is up to their supervisor. Commencement is a university event. So, I'm going to go on a limb here

I would hate to hear that somebody has required to use vacation to help out with commencement. But I don't make those rules, but we do not require our staff to take vacation.

II. Dr. Ala Qubbaj – Dean, College of Engineering and Computer Science

Dr. Qubbaj was invited today to introduce the College of Engineering and Computer Science.

OUTLINE: College Overview, Mission, Vision & Goals/Initiatives, National Significance, Success Stories/Inspiration

College Overview: 3507 students, 101 Faculty, 29 staff

Engineering started in 1993 30 graduate 1995 so 25 years old, we have 3500 prospective engineers.

The reason we are doing all the outreach were doing, its making a difference. We start early so they are inspired. They come; they are in the middle school in the ideas they want to be Engineer So 11% increase.

Academic Programs (7 Undergraduate & 7 Graduate): Civil Engineering, Computer Science, Electrical & Computer Engineering, Manufacturing & Industrial Engineering, Mechanical Engineering

Upcoming Programs

| | | |
|---|---------------------------|-------------------------------------|
| BS Cybersecurity | MS Biomedical Engineering | PhD Computational Science |
| BS Environmental Engineering | MS Computer Engineering | PhD Materials Science & Engineering |
| BS Chemical Engineering | | |
| BS Architectural & Construction Engineering | | |

UTRGV

Mission: To prepare the next generation of passionate, innovative, multicultural and ethical professionals and transformative LEADERS in engineering, technology, and computer science who are sought after by industry, government, and academia.

Vision: To be the most caring, engaged and successful College of Engineering and Computer Science nationally recognized for its welcoming climate, engaging internal and external stakeholders, embracing diversity and excellence as well as promoting sustainable development and a better quality of life.

Goals (and initiatives)

Goal1: Cultivate LEADERSHIP culture & FAMILY CLIMATE

Goal 2: Enhance STUDENT SUCCESS & DEVELOPMENT with special focus on LEADERSHIP/soft skills and high-impact practices.

Goal 3: Expand education OPPORTUNITIES

Goal 4: Enhance PARTNERSHIPS

Goal 5: Enhance gender/ethnic DIVERSITY as well as INCLUSION of persons with disabilities

Ten big ideas for future NSF Investment

What the US needs to focus on to lead in the world in terms of science and engineering.

Success Stories:

- **Success Stories: Anneliese Ayala/ Mechanical Engineering Student** (VIDEO)
- **Maricela Lizcano, Ph.D. 2006 UTPA/ UTRGV Mechanical Engineering** (pictures)
- **Mario Gonzalez / Civil Engineering Senior** (pictures)
- **Brandon Ramirez – “It’s more than just a bike”** (VIDEO)

b. Do’s & Don’t - Richard Sanchez, Associate Vice President for Government Relations

Our team:

- Veronica Gonzales, Vice President
- Richard P. Sanchez, Associate VP
- Veronica De La Garza, Director

What We Do:

- Interact with local, state and federal government offices & elected officials
- Advocate for funding & policy priorities that will benefit our students
- Create internship opportunities for students
- Participate in a vote initiative program
- Collaborate with and advocate for the School of Medicine
- Work with all UTRGV departments to interfere with elected officials and related requests.

Now, sometimes they come to you and that's fine. And you start whatever and collaboration might have with them would bring us into the loop. So, we know what's going on.

Comments: So, we have a lot of new Senators and staff at the university, I think it might be good to give a little bit of background on chance. Remember what staff are allowed to do when it comes to campaign seasons, where they can get involved, but they can't speak officially as UTRGV representatives for candidates.

UT System office, the Chancellor's office has put out a guide about what staff or employees of UTRGV are generally able to do in terms of campaigns. So, you as a personal citizen outside of your job, you know, you can do whatever you want. You can call it campaign; you can do all these things you think that you have the right to do you know constitution, but as an employee of UTRGV, you can't do those sorts of things on our time or use UTRGV offices, or using UTRGV property or resources. You can't use your UTRGV email to ask some of your colleagues to please go for a particular person. You can as a UTRGV employee advocate for a position that maybe valid, but you can't say whether you should vote for or against it.

Q&A: Are you allowed to wear swag? No, not during state time. Ultimately, we are state employees, and we're UT System and UTRGV so we are welcomed to wear swag outside office hours, but not during office hours. For Federal Elections? No, for any election. As employee while you're, you know, while you're like, Monday through Friday from eight to five, you shouldn't be wearing a candidate t-shirt or be pushing one way or another. And specifically, when see this happen, is kind of one of those rare. Technically, in other states are a lot more aggressive about prosecuting, this would be when staff will go on air. And it's like, you know, UTRGV professor is saying, "*Go for it*" though, you know, this is why this is kind of, it's like, we shouldn't be doing it. Even that, you know, in the past, when you're President Bailey, we should be educating because we are state institution. We educate about what is going on. As a University we and one of our Vaqueros Initiative we encourage students, faculty, staff to register to vote, but we don't ask them or push any issue or candidates.

Q&A: What about signs on the car? Yeah, that's, I think, that time because it's personal. But if you're going to bring your car park on campus. That is a grey area, if you leave it in the parking lot, and don't showcase.

That's a new law that's happening statewide. So, there is it not just on our campus but statewide there is everyone's keeping an eye. Because we've always been able, anytime elected official or a candidate is brought to campus in the past our campus or any campus and usually then finally the tension of the university, staff member, or faculty. So we were able to know when someone's coming if extra police who would be around or just be aware of and so he has Richard mentioned our office should always, our president had asked our office always been so it's not like we're an app that you present, but we should be knowing. We should know so and so's coming because academic affairs is bringing them or the college of engineering in terms of these weren't aware of it in my interview aware of any like but with this. It does open up our university and with it, you know, that's why everything is kind of being updated. Because currently even the campaigning we allow it. We have a lot of during early voting because we are on location that comes with being appointed fish and it has to be 100 feet from the actual location, the judge comes in with tape and measures; it goes around in a circle and nowhere around that can people with signs come in with or be campaigning.

Q&A: We're not going to allow them to put signs all over, it will still be our time, place and manner restrictions that we've talked about will not all them to put yard signs all over campus. So that is my question, in Edinburg campus, signs were around the Student Union and Church lawn area. So, I wanted to check with this SB18, will they be allowed to put it all over? It is still our intention to keep it in that area. Now the difference going to be that candidate can now monitor a campus in and was determined to be the open spaces. And it even leaflet but he can go around staking sings, blocking a pathway or setting up tables on where you are.

Q&A: Well, I wanted to ask about I think I heard you. Right. You said that we are no longer polling place here in Brownsville, and it's a TSC which is unfortunate, and we get that back. One of the things that I noticed or what, what are we doing then to drive traffic, etc. Because I know that even when we were a polling place. A lot of the signage that instructed students that you know this is the polling place we kind of centered around that area. But as you know, a lot of our traffic comes from. But this parking lots, and then they may proceed on, so I remember taking a sign that and I don't get over here saying, you know, follow this way. So, I don't know if we can start thinking about that in light of it being etc. How do we were on and they have to because there is one of the struggles that has happened at universities, we been able to like verbally or make posters, but there's not one set of budget in terms of saying, oh, I know I bought in
Because we put them on messenger, you know, the host or the all the student activities for reminding students, faculty and staff.
Early voting, you know, I know, I'll mention here. But then, collectively, we're going to have to be specifically with TSC.

We're going to be doing everything we can create that awareness of hate early voting is going on and we encourage everyone to move on the TSC.

V. Pending Business

No Pending Items

VI. Public Comments & Questions

Comments and Questions: Guests and Senators Mr. David Torres

VII. Committee & Task Force Reports

| | |
|---|--|
| a. Civic Responsibilities - Ms. Veronica De La Garza & Mr. Matthew Pollock | |
| b. Administrative Processes- Ms. Monica Tovar & Ms. Isabel Saldana | |
| c. Staff Success - Ms. Karen Dorado & Ms. Teresa Villarreal | |
| d. Communications - Ms. Noelynn Llasos & Ms. Yvette Padilla | The communications committee next month. We will be in Harlingen, prior to that event, and we will have the meet your Senator for our Harlingen constituents. And so, we will start advertising that tomorrow we had us working on a flyer, but I wanted to let you all know, so you can make the proper preparations. |
| e. Workplace Civility Ms. Monica Tovar | Submitted draft to committee for review, recommending this to be taken Executive Board for discussion & Review with Dr. Arney |
| f. Telecommuting Mr. David Torres | |

VIII. E-Board Reports

| |
|--|
| a. Staff Senate President Update Ms. Rebekah Sepulveda |
| b. Treasurer Update Mr. Nick Dubberly |

| |
|--|
| Motion to adjourn meeting was submitted by Mathew Pollock, 2 nd by Yvette Padilla |
| The next Staff Senate Meeting is Thursday, February 13, 2020 |