



Staff Council Executive Meeting  
Thursday July 7, 2016  
12:00PM – 1:00PM UNEA Staff Lounge

I. Call to order – **12:09 PM**

II. Approval of previous meeting minutes – **Motion to approve first by Paul Adame, Delia Heras seconds motion. Motions carries to approve minutes**

III. Executive reports

- A. Chair - **Ben Carnevale**
  - a. By Laws review –
    - i. REVIEW OF BYLAWS TOOK PRIORITY FOR THIS MEETING.
  - b. EAC meeting update – Ben Carnevale attended to EAC meeting in Austin. As being the first time Ben Carnevale attended.
- B. Vice Chair – **Paul Adame**
  - a. No update at the moment
  - b. An article about Rule 40401 was submitted to the council, to review and learn more information on the fees which can be related to the issue of the online fee staff has to pay in addition to the Family Tuition Assistance Committee.
- C. Treasurer's report – **Ana Diaz**
  - a. Budget update
    - i. Amount remaining is below \$2,000
    - ii. An expense report detailed will be created before August General meeting to see exactly charges and entries.

IV. Committee Reports

- A. Communications – **Ben Carnevale**
  - a. Email to nominees
- B. Elections – **Maria Hernandez**
  - a. Election Campaigns
- C. P&T committee – **Ben Carnevale**
  - a. Sun Bowl Garage
  - b. R1 Parking Lot resurfacing
- D. Family tuition assistance committee – **Karla Iscapa & Paul Adame**
  - a. Committee report update
    - i. Based on the information gathered, the report will finally be submitted for approval by next Executive's meeting.
    - ii. A print out of the Rule 40401 was provided by Paul Adame to cover information related to this project.
    - iii. Based on information found, only employees can have fees waived and that is left to the discretion of the university.

**Staff Council Mission Statement**

Staff Council is designed to be a representative "voice" for UTEP staff. Our responsibility is to create innovative ideas to enhance the collaboration between staff, faculty, students and other organizations to benefit the University's mission.

V. Old Business

VI. New Business

VII. MISC (comments, announcements, accomplishments, etc.)

A. EAC – **Karla Iscapa**

- a. Karla Iscapa and Ben Carnevale attended to Austin to the last meeting of the year for EAC.
- b. The meeting consisted of submitting recommendations and final projects as well as elections.
- c. Karla Iscapa was nominated to be historian next year.
- d. EAC 2016 will host meeting in October here at UTEP.
  - i. October 13 – 15
  - ii. University Relations will be in charge of planning and will provide more information as it becomes available.

VIII. Adjournment – **1:48 pm**

- **Notion to adjourn first by Karla Iscapa, Paul Adame seconds motion. Motion carries to adjourn meeting.**

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