



Staff Council General Meeting
Tuesday, April 19th, 2016
UNEA 102a Acacia Room, 2:00PM – 3:30PM

I. Call to order – **2:09 pm**

II. Guest Speaker – Environmental Health & Safety – **John Barnes and Grace Munoz**

- Emergency Management is a division of Environmental Health & Safety located in the Hertzog Building. The mission of Emergency Management is to be prepared for any emergency that can occur. They specialize in emergency preparedness and on how to act in case of a disaster
- The Emergency Management division follows a 4 phase model in which in case of a disaster they can do: 1) Response, 2) Recovery, 3) Mitigation, 4) Preparedness
- <http://ehs.utep.edu/> has a direct link to the Office of Emergency Management where you can find emergency numbers, resources, campus safety guides and announcements.
- Several trainings are offered and recommended to everyone in campus to provide support and preparedness to all faculty, staff and students in case of any accident or disaster.

III. Approval of previous meeting minutes

- First motion by David Porras, second to motion Delia Heras. All in favor

IV. Executive reports

A. Chair – **Ben Carnevale**

a. General announcements

i. Presidential Staff Forum

- a. David Porras, is in touch with the interpreters that will be needed for the forum, in addition to the confirmation of the reservation of the UGLC. Room 106 is reserved, in which it can seat about 550 people, with that said it is looking at about 15-20 headsets will be needed for interpreting.
- b. Ben Carnevale, is in charge of the advertising
- c. Ryan Holmes is assisting with the forum. Ryan, Ben and David have met with Dr. Natalicio to plan the format of the forum and discuss the possibility of a press release

B. Vice Chair – **Paul Adame**

a. Textbook Scholarship

- i. At this moment there are still not applications submitted for the scholarship. It is expected that in the next months the possibility of people submitting their applications will begin.
- ii. The possibility of sending a reminder could be a good plan.

C. Treasurer's report – **Maxie Starr Flores (NOT PRESENT)**

a. Account update

- i. The report is the same as last month's.
- ii. There is a budget requested for \$1,000 for the Staff forum which got approved in the Executive Council's meeting.

Staff Council Mission Statement

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V. Old Business

VI. Committee Reports

A. Elections – **Maria Hernandez**

a. Elections for Orange Districts

- i. The invitation of the Orange Districts to attend to the general meetings have been occurring for the previous months. May will be the last meeting for inviting Orange Districts.
- ii. The goal of having all Orange Districts members attend is to get an idea on how our meetings occur and get interest to participate in the council or to provide the opportunity for their current representative to become their representative again.

b. 3rd Orange district invite to be made May 9th

- i. The invite will be send out as soon as the details and the districts are changed. This will be another large group attending, in which we will provide as much information as possible during the meeting.

c. District Breakdown

- i. Ben Carnevale is currently working on the website and the update of the bylaws to proceed with the district breakdown that will provide more relevant and updated information to all constituents.

B. Communication – **Ben Carnevale**

a. May newsletter content

- i. The content for this newsletter will include the elections, the presidential forum and possible outline of report that will be given to the President.
- ii. The possible idea to add a question on the newsletter that can be answered by staff and say their concerns. Everything with the final goal of looking at the big picture and even creating a focus group. More ideas and suggestions will be talked about in the Executive meeting

b. Next Chair

- i. Paul Adame and Ben Carnevale, are currently speaking of the different candidates who might be good to assume the chair's position in the committee.

c. Website modifications

- i. Ben Carnevale and Louie Martinez are working on the format of the website as it will be changing soon. At this moment, it appears like the Staff Council's website won't change that soon but it is recommended to be ahead of the game.

C. Research Committee – Parking and Transportation Update – **Tiffany Henley**

a. Preparation of Report to the President

- i. Currently working on a plan of action on how to best proceed with the creation of the final report that will be provided to Dr. Natalicio.
- ii. Parking and Transportation has declined working with Staff Council any longer in regards to issues and updates
- iii. On the meantime the creation of a soft outline has been completed. Such outline is composed of the modifications, concerns, findings, recommendations, etc. the ideas of putting the report together and come to the final question of, "Where's the money being spent?"

D. Research Committee – Tuition Assistance for Family Members Update – **Karla Iscapa**

a. Updated progress on research

- i. They are finalizing the report to present to Dr. Natalicio.

E. EAC – Karla Iscapa Vice Chair – **Karla Iscapa**

a. No updates at this moment

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VII. New Business

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

- The article sent in regards to the hefty bonuses various UT regents are receiving, created the idea on how to best proceed. It adds to the idea of the study that shows El Paso Region
- The possibility on looking into how UT Schools provide support to staff with flex times, comp and other resources that could ultimately assist since the merit raises are only of 2%

IX. Adjournment **3:31 p.m.**

- Karla Iscapa first to motion adjournment, Delia Heras second to motion

Members Present: Paul Adame, Ben Carnevale, Ana Diaz, Gracie Galvez, Tiffany Henley, Maria Hernandez, Delia Heras, Karla Iscapa, Luis Martinez, David Porras

Non-Members: Elizabeth Hall, Sona Kumar, Maggy Piranian

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