



Staff Council General Meeting  
Tuesday, August 16, 2016  
UNEA 102a Acacia Room, 2:00PM – 3:30PM

I. Call to order **2:05 P.M.**

II. Approval of previous meeting minutes

- Paul Adame first motion to approve, Maria Hernandez seconds the motion. All in favor, minutes approved.

III. Executive reports

A. Chair – **Ben Carnevale**

a. Executive Committee Members Vote

- i. The voting for the Executive Committee members will take place.
- ii. The count will be done by Maria Hernandez.
- iii. Katherine Eberle, new Staff Council member has been nominated as Historian

b. By Laws Vote

- i. The voting on the Bylaws will take place on this meeting as well
- ii. Members who were not present have submitted their electronic vote to the chair
- iii. The motion to move for approval is done first by David Porras, and second by Louie Martinez. Motion carries, bylaws are approved.
- iv. Bylaws will begin taking place as of September 1<sup>st</sup>.

c. Info Fair 2016 – **Ana Diaz**

- i. Ana Diaz is coordinating the event. David Porras and Patsy Achim will be participating and providing any necessary support with the planning
- ii. There will be an email sent to set up a meeting date and begin planning the event.

d. Meeting with the President

- i. Meeting with the President takes place on August 29<sup>th</sup>
- ii. Reports of the committees will be given and discussed with the President as mentioned previously.
- iii. In addition there will be a review of the work that has been done throughout the year by the council
- iv. One of the topics that are really important and will be addressed is the communication gap between VPBA and the council. There will be questions on how we can better receive assistance from their part
- v. There will be a request as well on possible incentives for the staff who becomes part of the council as there is a lot of dedication from all the members during and after working hours.
  - 1. Possible ideas could be: Computer or tablet, recognition dinner, meals from Pick n' Shovel, Increase of funding, one on one with Dr. Natalicio, Season Tickets, P3 Class, dinner with supervisor and council members.
- vi. The request to have an HR representative at all meetings to provide support
- vii. Signature line for the letters.

e. District concerns from Reps

**Staff Council Mission Statement**

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- i. The ideas below, are concerns provided by the council members from current issues affecting their constituents. The possibility to address 2 or more of the issues will be decided on the Executive Committee meeting. There will be a possibility to try to bring in Roger Brown to the next general meeting.
      - 1. Summer Schedule
      - 2. Telecommunicating
      - 3. Building Conditions
      - 4. Separate parking lots for UTEP Police
      - 5. Opportunities/space to provide self-defense classes
      - 6. Custodial support
      - 7. Parking
      - 8. Contractors support
      - 9. Net on Geology
- B. Vice Chair – **Paul Adame**
  - a. Textbook Scholarship
    - i. 8 recipients. Paul Adame will meet with scholarships to gather the documents and begin doing the selection process shortly.
- C. Treasurer’s report – **Ana Diaz**
  - a. Account update
    - i. The current balance of \$960.74 appears to be wrong. There has been emails exchanges between March Guevara and Ana Diaz, however, further assistance needs to be done from Budget which no one has answered.

#### IV. Old Business

#### V. Committee Reports

- A. Elections – **Maria Hernandez**
  - a. Elections for Orange Districts – update
    - i. Everyone who was elected accepted the position.
    - ii. The letters for the announcement will be created soon to proceed with the signature and delivery to each member
- B. Communication – **Ben Carnevale**
  - a. Louie Martinez to assemble Miner Minute
    - i. In addition to Miner Minute, Louie Martinez will continue to have access and provide support updating the website.
  - b. Articles
    - i. The idea to have students write articles for Miner Minute, could help as it can provide assistance on the writing of it and better relationship between students and staff.
      - 1. Students from the department of communications or student workers from the Prospector
- C. Research Committee – Parking and Transportation Update – **Paul Adame**
  - a. Update
    - i. No update to provide.
- D. Research Committee – Tuition Assistance for Family Members Update – **Paul Adame**
  - a. Update
    - i. Report will be submitted so it can be provided at the meeting with the President.
- E. EAC – Karla Iscapa Vice Chair – **Ben Carnevale**

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- a. EAC meeting in October
  - i. Karla Iscapa not present at the meeting.
  - ii. Ben Carnevale informed council that UTEP will be hosting the next meeting in October. University Relations will be working on the planning.

VI. New Business

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

- a. Staff Coach will begin soon
- b. The pharmacy at the Student Health Center
  - Offers a big amount of over the counter medications at really affordable prices.
  - They take UT Pay Flex as well as credit cards.

VIII. Adjournment

- David Porras begins motion for adjourn, Paul Adame seconds motion. Adjournment at 3:23 pm

**Members present: Patsy Achim, Paul Adame, Ben Carnevale, Ana Diaz, Katherine Eberle, Kristen Gonzalez, Maria Hernandez, Luis Martinez, David Porras, Lourdes Sanchez.**

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