



Meeting Minutes

Thursday, February 26, 2014

PRESENT: Philip Abraham, Tara Andrews, Paula Austell, Paula Austin, Ryan Baldwin, Amineh Baradar, Dinora Castillo, Dennie Clemons, Gerald Cleveland, Kimberly Coleman, Erika Frahm, Ronnie Garcia, Joleen Gould, Sasha Grissom, Amelia Harrell, Daniella Haynes, Kelli Ivy, Leonora Martinez-Ortega, Sarah Pekar, Rochelle Pena, JoAnn Rios, Liana Ryan, Tania Secrest, Jennifer Skinner, Wendy Spencer, Dan Stewart, Laurie Thompson, Sally Thompson, Raquel Vasquez, Doc Weathers, and Venetta Williams.

ABSENT: Will Choyce, Beth Payne, Louie Rodriguez, and Ernesto Tusa

VISITORS: Dr. Rod Mabry

9:00 AM Call to Order

Meeting is called to order by Chair, JoAnn Rios

9:05 AM Comments / Approval of Minutes

- Doc Weathers motioned to approve September 2013 meeting minutes as written. The motion was seconded by Rochelle Pena.
- The question was raised if there was an update regarding the Board of Regents (BOR) meeting this past November 2013. Dennie Clemons gave a summary of the presentation made to the BOR by the officers.
- JoAnn reminded the council of its purpose – we want to make a great presentation to the BOR in November 2014.

10:30 AM Update on July 2014 Meeting – Doc Weathers

- Since University Lands will be hosting this meeting, the meeting has been moved to July 2014.
- Thursday, July 24, will be a long meeting day.
- University of Texas owns the surface and minerals of the lands – approximately 2 million acres.

As for lodging arrangements when traveling to Midland, a two-week cancellation notice is required if you are unable to attend the meeting.

JoAnn Rios, Chair: Due to the tight schedule for the July meeting, it will be imperative for us to accomplish much of our work ahead of the July meeting in order to accomplish our objectives. Documentation for the Board of Regents meeting must be finalized by the second Friday of August (August 8, 2014).

Committee chairs have the responsibility to get everything to the executive committee by the end of July.



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11:00 AM Campus EAC Updates

- JoAnn Rios, Chair: The council will meet at 3:00 PM on Wednesday, July 23, 2014 in Midland.
- Gerald Cleveland, Vice Chair: We need to conduct the officers' election for FY15. We will need to obtain nominations for all the officer positions prior to the July meeting. We will vote for a candidate for each of these positions at the July meeting (Wednesday). A description of the roles/responsibilities of the positions will be sent to the council in advance.
- Rochelle Pena proposed that we be able to nominate from the floor as in times past.

It was agreed that we will be able to continue this process at the July meeting.

How do we each share EAC on our individual campuses?

- Doc Weathers (University Lands) - updates the staff council on what is going on and asks them if there are any issues.
- Dinora Castillo (UT Health Science Center San Antonio) - partners with staff advisory council.
- Venetta Williams (UTSA) - meets with Vice President about issues - shares information back and forth.
- Paula Austin (Tyler) - summarizes information in a one-pager. If there is anything major, it must be approved through the HR office.
- Laurie Thompson (UT Arlington) - gives a report to their staff council with expectations that they will disseminate the information to their respective districts. Also gives PowerPoint presentation to HR.
- Kimberly Coleman (UT Southwestern) - meet on a monthly basis with our Vice President of HR and local EAC - a link is posted to the UT System EAC minutes.
- Karla Crabtree (UT Houston Science Center) - distribute information electronically.
- Erika Frahm (UT Austin) - has a standing monthly meeting with HR.
- Paula Austell (UT Dallas) - discuss events with their monthly staff council meeting.
- Daniella Haynes (UT Permian Basin) - keep the staff council abreast and bring their concerns to the table.
- Amineh Baradar (UTMB) - present UT System EAC meeting information to their local EAC; they



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are heavily engaged with their leadership; have active blog (employees can submit their concerns anonymously).

Started an "engage-and-chat" (EAC) where they go out to the departments and reach out to the departments.

- Tania Secrest (UT MD Anderson Cancer Center) – share information with our VP, Human Resources and Diversity Council, and discuss issues with our leadership teams.
- Raquel Vasquez (UT Brownsville) - employees are more focused on what is going on their campus due to recent RIFs. Staff senate is trying to give peace of mind to their employees.
- Jennifer Skinner (UT Tyler) - relays information to administration pretty much after the meetings via email.
- Liana Ryan (UT Pan American): met with Brownsville and Pan American leadership - have been discussing what they can do to protect their faculty staff.

Proposed a generic joint resolution of the staff senate at UT Brownsville and UT Pan AM (how employment is handled when two institutions are merged).

JoAnn Rios: It is important that we branch out in telling about our EAC meetings so that others know and understand of what the EAC is and its purpose.

1:15 PM Updates – Dan Stewart, Associate Vice Chancellor

This is a good and great time to be an employee of the UT System and its components:

- New medical school at UT Austin
- Creation of a new university (UT Rio Grande Valley) - many want this university to mean something to the culture of the valley and impact the socioeconomic culture. One that promotes positive things - education should be supreme; want high academic standards. It's a very delicate balance to bring all these things together.

The issues go back and forth in what we want this to be. However, when you create a new university, there has to be some compromise with regard to faculty, staff, etc.

- Issues are being worked out in that current students will continue/complete what they started; however, there may be some modifications that may be made for the new students.

- There are a lot of issues as to what we will keep and what has to be changed as to what we made this out to be.



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- Domestic Partner Benefits:
 - We have state law what a marriage is - language suggests it has to be a man and woman.
 - In the past day or so, a legal challenge has been made regarding this interpretation. A review process is underway.
 - With respect to cost, it is not a significant cost to us with regard to benefits.
- Pilot Programs: UT Southwestern
 - We have our own benefits program
 - We are privileged to have our own program

Consequently, this has resulted in:

1) Creation of Medical Home:

- Your primary doctor and specialists integrated (a unified strategy)

2) Increasing of patient load

- Guns
 - We can anticipate hearing more and more legislation about guns, particularly in the workplace.
- Where are we with Affordable Care Act?
 - Dan distributed a handout that lists significant dates/timeline of changes and how the UT System/components are impacted.
 - Student insurance will become a problem if they decide to opt in when there is an issue.



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Friday, February 28, 2014

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ABSENT: Will Choyce, Beth Payne, Louie Rodriguez, and Ernesto Tusa

VISITORS: N/A

9:00 AM Call to Order – JoAnn Rios

Our goal is to “move the wall”. The things that we do today, we want to ensure that we are moving the wall for UT System. What we are trying to do is to come up with ideas that will be sustaining, long-standing, and have some “meat” to it – so, that moving forward that will benefit UT System in the future.

9:15 AM Committee Reports / Preparation for July Best Practices Summaries

- Professionalism Committee (Ryan Baldwin, Committee Chair)

Topic of professionalism is too broad; therefore, this committee has opted to change its name to “P.R.I.D.E” - "Professional Results in Dedication to Excellence".

The scope of this committee will be to review all the management training and assess what areas may need to be improved.

Would like to come up with a standards of conduct for the UT System EAC

- Encouraged to review the draft and provide feedback
- Will provide an electronic copy

Workforce Satisfaction and Career Ladders (Kimberly Coleman, Committee Chair)

This committee has opted to change its name to “Career Development” as this seems to a subject that will be more beneficial to employees across the UT system and institutions.



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- Primary goal is to put together a toolkit pertaining to employee development.
- Raquel Vasquez, contributing member: as a proposed benefit, offer monetary compensation for years of service for those who lost their jobs due to a reduction in force.
- Liana Ryan, contributing member: we distributed a survey to EAC members from the academic and health institutions that was used to compile information about the various leadership programs they offer for staff employed at their campuses. We also gathered minimal information regarding faculty and student leadership programs. The purpose of the survey was to determine how many institutions already offer this sort of professional development, who it is offered to and in what format, how persons are selected to attend, how much the program(s) cost for the institution to administer, and some of the strengths and weaknesses of the programs (whether or not they are successful). At the time of our last EAC meeting we had just started compiling all of the information gathered into a summary report, which we've now finalized for this final meeting. At the time of the last EAC meeting there were also a few institutions that had not responded to the survey yet and so we had mentioned that we would be following up with those institutions.
- Erika Frahm, contributing member: devising toolkit that will help employees help themselves.
- Amelia Harrell, contributing member: the committee is recommending two different perspectives - managers and staff. Particularly, Amelia is working on the managerial perspectives.

The plan is to redistribute the surveys and forms of communication, maintenance of the toolkit.

The resolution for adoption by the Council has been tabled for now.

Ronnie Garcia queried the committee if there are any previews for the "toolkit"? In response, Kimberly Coleman stated that the "toolkit" contains a variety of resources.

Dan Stewart commented that one way to look at this is that with all the training packages out there, a management leadership program by UT System could be beneficial to the UT institutions.

- Sharing Best Practices from Lesson Learned (Rochelle Pena, Committee Chair)

Identified four pitfalls: scope and magnitude, poor communication, poor training, and failure



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to anticipate added costs and burnout.

Takes true leadership to evaluate the scope of a project.

Joleen Gould asked if there was some type of formula that was derived to determine the human resource needed in implementation.

Ryan Baldwin expressed concern that this project may be perceived as a negative objective.

- Connect the Dots by Team Unity (Sasha Grissom, Committee Spokesperson)

Displayed a short video of what various campuses did for UT System Recognition Day

Sasha provided results of survey sent to UT institutions/campuses inquiring of their plans for UT System Recognition Day:

- 13 campuses responded to the survey
- 80% participated in the event
- 53% advertised at least one week before the event
- 60% had 100-300 participants
- 40% spent less than \$100

Dan stated that he would like to know the relationship between the 40% and the 60% above. It is probable that there were problems with planning due to:

- lack of funding
- lack of time
- lack of communication

A timeline for future goals of the Connect the Dots by Team Unity are:

March 31:	Interview of longest standing employee at each campus should be completed
April 30:	Compile interview results
July 23:	UT System Recognition Day plan in motion
August 2014:	Video message from the chancellor

- Wellness (Ronnie Garcia and Gerald Cleveland, Executive Committee)

Ronnie discussed survey that was sent out/will be sent out regarding H1N1 as a means to



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gather information so that we can improve across the System.

Gerald stated that he is happy, and it is commendable, that our institutions are now committed to wellness across our campuses - now a good business model.

Rolando Ramon still coordinates wellness efforts across the UT System.

There is something going on at just about every location. The UT System Living Well webpage was placed up for display for all to see:

<https://www.utsystem.edu/benefits/livingwell>.

Tobacco Wellness funds - some \$325,000 was generated from those who claim they are tobacco users. We have now entered into phase two of the wellness tobacco funds.

Dan Stewart stated that of the 15 institutions, there are 2 institutions that are yet to claim their money.

25% of the tobacco wellness funds do go to the UT System. These funds are being utilized to purchase wellness equipment such as blood pressure machines that may be found on various campuses.

Rochelle Pena asked Gerald if he knows if UT employees could acquire a "Fitbit" at a volume discount. Dan suggested that Rolando Ramon may be able to look into this.

JoAnn Rios encouraged us all to be the drivers of spreading the word about the UT System benefits.

10:45 AM Meeting Adjourned