



Meeting Minutes

Tuesday, March 3, 2015

The University of Texas System Administration
Ashbel Smith Hall
201 W. 7th Street, Rm 9
Austin, Texas 78701

PRESENT: Philip Abraham, Paula Austell, Paula Austin, Ryan Baldwin, Christine Bunce, Forrest Cain, Julie Cantini, Dennie Clemons, Kimberly Coleman, Karla Crabtree, Sonia Del Angel, Edward Gonzales, Joseph Gregory, Sasha Grissom, William Harris, Mary Ann Hellinghausen, Karla Iscapa, Michael Logan (*for Shannon Rios*), Sonya Meinert (*for Misty Butler*), Rochelle Pena, Louie Rodriguez, Liana Ryan, Tania Secrest, Carol Shaw (*for Jennifer Cerecero*), Sally Thompson, Raquel Vasquez, Venetta Williams, Lorraine Wright, Bobby Yanez

ABSENT: Misty Butler, Jennifer Cerecero, Shannon Rios

GUESTS: Sarah Pekar, Dan Stewart

I. Call to Order and Welcome

- Meeting was called to order by Chair, Kimberly Coleman at 9:06 a.m.
- **Updates from Kimberly Coleman**
 - The scheduled presentation by Dr. Elizabeth Heise, The U.T. System Faculty Advisory Council Chair, may need to be cancelled or postponed due to her flight having been cancelled; if possible, she would be Skyped in to provide her presentation.
 - Introduced new alternates Carol Shaw, representing Jennifer Cerecero from U.T. Health Science Center at San Antonio, and Michael Logan, representing Shannon Rios from U.T. San Antonio.

II. Review / Approval of October 2014 Minutes

- Julie Cantini made a motion to approve the October 2014 meeting minutes as written. Dennie Clemmons seconded the motion. All were in favor and the motion passed unanimously.

III. Overview of Recent Board of Regents Meetings and Faculty Advisory Council Visit

- **Overview of Recent Board of Regents Meetings**
 - Kimberly provided an update on her attendance at both the November 2014 and February 2015 Board of Regents meetings. She noted that, after the November 2014 EAC presentation, the Board has begun to view the EAC as a serious resource with a diverse set of skills/experience and a plethora of best practices that may be helpful to them and vice versa.



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- Kimberly is interested in trying to ensure that, in the future, the EAC not only develops standing committees but also develops ad hoc committees that can be more responsive to issues raised by employee base throughout the year.
- Kimberly had an opportunity to converse with Vice Chairman Steven Hicks about greater collaboration/communication between the EAC and the Regents. Kimberly noted that there is a Business Affairs management committee where personnel issues are discussed, which Dan Stewart is a member of, and so she has requested that the EAC have representation on that committee. The FAC and SAC representatives do sit on at least one committee; at present there are no committees that the EAC has a presence on. Without official committee membership, the EAC chair is not able to make any comments/suggestions during Regents meetings. Our work product this year may be crucial in helping the EAC to be given a seat on this or other committees.
- Discussion was held about the presentations made by the 2013-2014 EAC officers at the November 2014 Board of Regents meeting. All felt that the officers spoke well and were impressed with the discussion between the officers and the Regents at the meeting.
- **Overview of Faculty Advisory Council Visit**
 - Kimberly provided an update on her attendance at the most recent meeting of The U.T. System Faculty Advisory Council (FAC); she had also previously provided a detailed update to the EAC via email.
 - The primary take-back that she had was that FAC meetings are run quite a bit differently than EAC meetings and there are some things that we can learn from them.
 - There are, generally, several guests and speakers in attendance, including the Executive Vice Chancellor for Academic Affairs, Dr. Pedro Reyes.
 - Based on this observation, the EAC officers have begun inviting more guests and speakers to meetings and will continue to do this; if/when they are available, the floor will be open for questions from/discussion with the Council.
 - Meeting agendas and processes are quite different. FAC representatives come to meetings with issues already in mind from around their campuses, the legislature, etc. and ad hoc committees are formed based on those topics so that, usually, a resolution, letter or other product is complete by the end of the meeting. One example of an issue that the FAC has worked with recently is a resolution in opposition to proposed campus carry legislation; the FAC chair recently testified in front of the legislature about this. Other issues discussed recently include ethics and admissions policies. Traditionally, FAC representatives regularly research Regents Rules to see where there are inconsistencies and/or what may need to be updated/revised and then they work with U.T. System leadership to do so.
 - Based on this observation, the EAC officers would like for EAC representatives to begin presenting campus issues at each meeting that can then, potentially, be assigned to ad hoc committees to research and develop responses.



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IV. Campus Happenings

- This time was incorporated to provide the Council with an opportunity to discuss current issues that have arisen on individual campuses that could potentially be addressed by the EAC via ad hoc committees. Once issues are presented, the officers, in consultation with Dan Stewart, can determine whether or not any of the new topics could be addressed by the EAC as a body.
 - It was noted that, historically, there has been time allotted in the past for EAC representatives to discuss campus issues, however, they have not necessarily been used to create ad hoc committees and this is a good practice for the EAC to continue in the future. It was also noted that, this being a legislative year, there may be more issues that arise for the EAC to try to address via ad hoc committees.
 - **Campus Issues –**
 - U.T. Health Science Center Houston: Recently went through a career architecture program for the administrative job family; previously there were 17 titles with many layers and the career ladder was unclear. The University continues to grow and this presents some challenges. HR programs have recently been implemented to provide increased training for managers.
 - U.T. Tyler: The University continues to grow and has accepted the first student in the new Pharmacy school. A new music department building, alumni house, and other structures are currently being built, and each of these bring new staff hires with them. The greatest challenge being faced now is the implementation of PeopleSoft.
 - U.T. System Administration: Transition is greatest challenge; there is a new Chancellor in place and many employees are having to relocate due to construction of new administration building. The Director of Employee Services is leaving System and going to U.T. Health in Houston. The Chancellor has been interviewed by the Texas Tribune recently and in these he has highlighted some of the major issues that are being faced/addressed this year.
 - U.T. M.D. Anderson: With large employee base (approx. 21K) it is sometimes difficult to gain an understanding of or consensus on issues, however, a few do seem to be more prominent than others. There are a lot of new IT system implementations that are proving to be difficult. The campus relies very much on funding from the federal government and this funding both for research and other operating costs is decreasing. The implementation of costly new healthcare systems are also likely going to require some reduction in funds towards other campus initiatives. A new tobacco free hiring policy took effect in January 2015; this applies to anyone paid through the institution, unless they are already participating in a cessation program. There are other healthcare organizations in Houston that have implemented this and the staff are interested in seeing what effect it has.
 - U.T. Health Science Center Tyler: They have a growing research and biotechnology program and are doing a lot of recruiting for these. The local EAC is currently focused on compensation issues; there is not a compensation



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system in place that allows employees to determine what merit will be, etc. HR is working on this with the administration. In general this issue has caused morale to be down and the local EAC is trying to find ways to bring it back up.

- U.T. Brownsville: Everyone is primarily focused on U.T. Rio Grande Valley hiring process and whether or not they will be able to retain their current positions, obtain new positions, etc.
- U.T. Dallas: Growth is creating big issues for faculty/staff; there is not enough space for new hires, new students, etc. If their enrollment is maintained or grows in fall 2015 they will have a major space problem. Despite constant ongoing construction projects, there is not enough space. They are hoping to be able to put a paid staff ombudsman in place and the local Council is now working on that; they have had an unpaid ombudsman in the past. The local Council is also looking into employee dependent benefits for tuition and whether or not/how this can be done; state funds cannot be used so they are investigating use of local/endowment funds. The initiative is supported by their President and could make them an employer of choice, especially when competing with private institutions in the region. The U.T. Dallas President is a finalist for U.T. Austin presidency, which could have major implications.
- U.T. Health Science Center San Antonio: Local Council has created a program whereby employees can apply for funds (e.g., \$500 for one month) during a time of financial hardship; funding has been raised for this and employees can also donate to the account. The program is going to be piloted to test the application and review process, and then they intend to implement it campus-wide in the fall. Based on reviews of land line phone expenses, the President has decided to, beginning in June 2015, compensate employees with a \$600 stipend to use their personal cell phones for work purposes; employees who make \$50K or less per year will automatically be compensated and those who make more will only be compensated if approved by Executive Council.
- U.T. Southwestern Medical: Recently opened a new hospital and moved 200 patients in in December; all is going well and the hospital is now at capacity. The primary concern of staff is “growing pains” and all of the change in policy, etc. that has taken place with the new hospital and other initiatives; this is something the local EAC has tried to address. The local EAC is also regularly working with the campus’ diversity council to discuss/improve hiring practices; the office of diversity and inclusion is offering a new leadership program that employees can be sponsored to attend in order to help them with their career growth/plans. Recent bad weather has brought up discussions regarding who on the staff is considered essential, non-essential, and more; this has been a good learning experience for the institution. Working from home has never been encouraged but may become an option for inclement weather.
- U.T. El Paso – Current reoccurring issue is how to best deliver world class customer service, ensure that it happens across campus, train employees for it and make sure that everyone is receiving it. They also are going through a time of administrative transition (Provost recently left) and are trying to put a good change management plan in place. The local Staff Council is starting to



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communicate more regularly with the staff through a monthly newsletter, a Facebook page, and participation in new employee orientation.

- U.T. Pan American – Primary focus of staff now is on job security and hiring for UT Rio Grande Valley (UTRGV). UTRGV is progressing in every aspect, however, the process is taking more time than hoped and this causes anxiety for staff members.
- U.T. Austin – There are many transitions going on, including search for a new president, departure of CFO, several construction projects, possible reorganization of units, and more. There is overall uncertainty about the future. One major issue is loss of parking due to new speedway. Staff are excited overall about the transitions, however, because it brings more opportunity for innovation.
- U.T. San Antonio – Major issues being addressed by local staff council are lack of career ladders and bullying in the workplace; they are also working to get more involved with strategic planning process as the institution strives to reach tier one status. Also, preparing for annual fundraiser for employee scholarships.
- U.T. Permian Basin – PeopleSoft is the greatest issue; staff are not familiar with how to use it and the system is not yet fully implemented.
 - Bobby Yanez noted that the PeopleSoft administrators in Arlington are increasing their staff to improve customer service and are physically moving to a new, larger space in hopes of eventually providing stronger support for campuses.
- U.T. Medical Branch Galveston – Growth is the key word on their campus as they evolve into three campuses – Galveston (new hospital, 2016), League City (clinic space expansion to short stay inpatient hospital), and new small hospital acquired in Angleton (Angleton Danbury Medical Center). Institution is one of the fastest growing academic health centers across the country; student body has grown 40% since Hurricane Ike and funds are being requested for new buildings for increase in housing space. Local council has been reaching out to new campus sites to help with onboarding of new employees – provide comfort and information regarding staff governance. Have had issues with internal communication across campus; this is being addressed through an internal communication system. 1200 managers are being trained to have face-to-face communication with employees on a weekly basis; the local council has been involved in implementing this. Local council site has website where employees can anonymously submit their issues (e.g. pay raises, e-performance evaluation system, and educational/professional development and tuition reimbursement). Local council is hiring part-time staff member to assist with their work as per suggestion/model from U.T. Dallas.
- U.T. Arlington – Completing first year with new president. Local council is “limping along,” due to many transitions on campus (e.g. 7 people attend out of approximately 33 representatives). For president was not very employee-centric and staff gradually were discouraged from attending; this is possibly an issue at other campuses and is something for the EAC to consider in the future. Due to transitions, institution is going through compensation analysis to try to



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encourage new hires; PeopleSoft has taken a toll and they need to find ways to attract new talent.

- It was noted that the recurring themes presented seem to be major implementations, anxiety, and transitions. Some work has been done by the EAC in the past that relates to these issues and this should likely be highlighted on the EAC website for staff reference. Discussion was held and a point was made about the importance of EAC representatives being encouraged by their campus leadership to attend and participate in meetings.

V. Committee Breakout

- Subcommittees broke out into individual meetings to continue work on their projects and prepare for group presentations.

VI. Update from UT System Administration, Dan Stewart

- Dan Stewart provided an update from U.T. System Administration -
 - Anthem Health Insurance**
 - Anthem is a company that operates in several states across the US, but not in Texas; however, any UT employees who have traveled or retired to one of these states and have had to seek healthcare may have had some of their personal information (i.e. new patient enrollment information) compromised due to a security breach. It is estimated that 6,600 UT Select members have been affected by this. The company is notifying members and to lead them to resources that can help them protect themselves.
 - Relay of Information from EAC to Home Institutions and Vice Versa**
 - Taking information from EAC meetings back to home institutions is just as important as bringing information/issues to the EAC from home institutions. Dan suggests that, at our next meeting, we not only discuss issues that have come up at our home institutions but also what each local group did with the information received at the EAC meeting. He also encouraged Council members to have more open dialogue with local councils regarding what information/issues they would want brought to the EAC. Issues brought to the EAC should not be so focused on individual campuses. If there is a trend in issues brought to the EAC then it might be helpful for the EAC to invite guest speakers to meetings to discuss these larger, System-wide issues, i.e. PeopleSoft. This not only allows the EAC representatives to learn more about the issue but also for the speaker to gather information from campuses.
 - Staffing Change at U.T. System Administration Office of Employee Services**
 - Jean Grove is leaving U.T. System Administration to work at U.T. Health Science Center at Houston at the end of April. The System Administration Employee



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Services Office is providing more and more system-wide services, and so this position, to some extent, affects the campuses as a whole. The Office will have an interim director, Faye Godwin, from the Office of Employee Benefits, in place by mid-March.

d. New U.T. System Administration Building

- i. Construction was minimally delayed because the old building being demolished on the property where the new building will stand had to be demolished more carefully than originally planned due to its proximity to a condominium. This project has been under intense legislative scrutiny. The predicted completion of the new building is summer or fall 2017, and it will allow all Administration units, including UTIMCO, to be in one building.

e. Legislative Update

- i. Roger Starkey is scheduled to speak with the group on March 4 regarding legislative updates. This will provide the EAC with a good understanding of the campus carry bill, odds of its passage, and more. Bills are proceeding as per their usual pace; there are approximately 700 bills proposed per year. From a benefits perspective, there are no major changes expected over the next year; rates should still be in the single digits. Any changes in benefits are more affected by pharmaceutical costs than anything else at this point.

f. Collaboration with U.T. System Office of Health Affairs

- i. The Office of Employee Benefits is working with the Office of Health Affairs to learn more about data available on health issues, treatment options, health costs, and more. Over the next year there will probably be a lot more health/wellness programs implemented from a System level.

Dan entertained questions from the EAC representatives -

- a. Affordable Care Act – Are we having to cover full premium sharing for those persons working at least 30 hours per week?
 - Yes, all of those persons working 30+ hours have to be offered coverage. This is an assessment period where determinations are being made about how many people there are and who they are so that the institutions can have an idea of what to expect.
- b. Insurance fee for tobacco users – Has an assessment been done? Have less people been claiming that they are smoking over time?
 - Dan does not believe that the numbers have decreased at all; approximately 7 or 8% of enrollees are paying this fee. All funds generated go back to the campuses via a grant program for wellness programs.
- c. Is the drop in oil prices affecting University Lands?
 - Understanding why the oil prices are dropping is a bit confusing; they have dropped seemingly independent of Middle East issues. West Texas Lands is now going to be directed by a Director in Houston. The operation is solid; revenue



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last year was approximately \$1B. This impacts tuition, the number of employees U.T. System has, how U.T. System builds buildings, etc.

- d. How healthy is TRS at this point?
 - TRS is very close to being financially solvent/secure....as is intended by the Texas Legislature. The Legislature has continued to provide funds that have supported it. The state retirement program, ERS, is slightly below TRS but both are doing well. No other state has the level of benefits that Texas does; no other state provides health insurance for life once you are vested, for instance. Retirement formula will not likely change; no bill has been presented yet to that effect. It is important for the EAC to be aware of what the trends in healthcare are.

VII. Update on Collaboration with Student Advisory Council (SAC), Ryan Baldwin

- The executive committee had determined that it would be helpful to have regular open dialogue with the chair of the Faculty Advisory Council (FAC) and SAC, and Ryan and Philip were assigned to work with the SAC. Ryan provided an overview of his discussions with the SAC chair, Zachary Dunn (U.T. San Antonio). They discussed the formulation of committees, processes and more.
 - The SAC currently has four standing committees – (1) academic affairs, (2) health and graduate affairs, (3) student faculty and employee campus, (4) legislative and financial affairs. The legislative and financial affairs committee only meets if it is a legislative year.
 - Overall, the group does face some of the same challenges as the EAC, e.g. knowledge transfer.
 - Discussion was held about the possibility of having two representatives from each council attend each of the other two councils' meetings – EAC, FAC and SAC. This would allow more discussion/overlap between the groups when common issues are presented and would also help to strengthen each council's position. Travel costs are an issue.
 - A recommendation was made that each of the local staff councils consider implementing this kind of collaboration with their student and faculty counterparts, if they are not already.

VIII. Discussion Regarding Proposed Campus Carry Resolution, Ryan Baldwin

- The executive committee proposed that the EAC consider drafting and voting on a resolution that supports Chancellor McRaven in his position opposing proposed legislation for allowing concealed handgun license (CHL) holders to carry firearms on public university campuses. Discussion was held.
 - a. Suggestion – EAC representatives should go back to campuses and discuss this with local staff council representatives to gain an understanding of what the staff position is on each campus.
 - b. The EAC representatives will have an opportunity to discuss this issue further with Roger Starkey at next meeting, March 4.
 - c. Clarification was given on the difference between the concealed carry on campus and open carry bills currently under review by the Legislature.



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- d. Prior to taking a vote, EAC officers will continue to revise the wording of a proposed draft resolution and will accept feedback from individual campuses. Campus feedback is requested no later than March 23; this can be sent to any officer.

IX. June 2015 Meeting Preview, Paula Austell, U.T. Dallas

- Paula Austell provided the Council with an overview of what U.T. Dallas has planned to date for the June 2015 EAC meeting, which they will be hosting.
 - There are five new residence halls on the campus, including one large one referred to as “Big Daddy,” and this is where EAC representatives will be staying (one floor will be reserved for this group). Furnished three bedroom suites will be provided; at least two persons can share each suite. The hall includes an all you can eat buffet breakfast and lunch, which will be included in the price for staying in the hall. Linens will be provided or representatives can bring their own pillow/sheet(s) if preferred. Bus transportation will be available for any evening events. There is free parking available for anyone who drives to the meeting. If a representative prefers not to stay in the residence hall then hotel arrangements can be made.
 - It is best for representatives to fly into Dallas, Love Field Airport and to take a taxi from the airport; Paula is also looking into possible bus/shuttle transportation to/from airport.
 - Payments for these accommodations can be made using either a business/personal credit card or through an inter-institutional funds transfer.

X. Other

- Kimberly provided a summary of the day’s events and reviewed the schedule/plans for dinner and the next meeting on March 4.
- Debbie Clemmons made a motion to adjourn the meeting; Karla Iscapa seconded the motion. The motion passed unanimously.

Meeting adjourned at 3:09PM.

Next meeting scheduled for Wednesday, March 4, 2015

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ABSENT: Misty Butler, Jennifer Cerecero, Shannon Rios

GUESTS: Sarah Pekar, Dan Stewart, Roger Starkey

I. Call to Order and Executive Committee Update

- Meeting was called to order by Chair, Kimberly Coleman at 8:04 a.m.
- Kimberly welcomed everyone and provided a brief review of what had been completed at meeting on Tuesday, March 3.
- During meeting on March 3 Philip Abraham had requested that several EAC representatives assist with sorting through archived EAC files from 2001 to present. Philip provided an update on the group's progress.
 - On March 3, after the EAC meeting, the group reviewed archived documents and was able to reduce four boxes to one. The documents will now be scanned by Ryan Baldwin and stored electronically for future use/reference by the EAC. Thank you to Dennie Clemmons, Sally Thompson and Rochelle Pena for assisting with this process.

II. Subcommittee Status Reports / Preparation for June 2015 Meeting

- Kimberly asked that each subcommittee chair provide a brief update to the full Council.

Communications between campuses (Topic B)

- Committee Name: One System One Voice
- Chair: Venetta Williams, Vice Chair: Julie Cantini
- Secretary: Louie Rodriguez (alternate: Sasha Grissom)
- Executive committee liaison: Philip Abraham
- Other members: Paula Austel, Edward Gonzales, Joseph Gregory
- Focus: To encourage EAC membership and institutions as a whole to think and act globally rather than locally.
- Update:
 - Reviewed the EAC website to see what pages and links need updates, specifically: reviewed meetings and minutes; worked with Sarah to update committee information, however, some changes still need to be made; would like to add a link for resources and historical information; worked with Sarah to update list of representatives and alternates; reviewed local campus council sites to see if EAC link was provided on those sites.



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- They would like to work on updating the EAC Guidelines and also finalize a handbook (that can be posted online and/or printed in hard copy, if desired) and process for onboarding of new EAC representatives and alternates. The handbook could be reviewed by new members/alternates along with their past EAC representatives. A draft handbook has already been created and can be revised further. They will solicit assistance from one member of each committee and Dan Stewart to assist with review/revision of Guidelines.
- They are considering developing a template for an EAC newsletter that could be distributed quarterly and will work on a template. They will also look into social media options and other methods for alumni engagement.
- They are considering creating a one page summary flyer with information about projects the EAC has worked on throughout the year. Proposed sections: listing of EAC representatives, committee overview, and link to EAC website.
- Discussion
 - A very actionable recommendation from this group to the Board of Regents is a request for all institutions to include a link to the EAC website on one or two pages on each of their websites; visibility.
 - One thing to consider for the onboarding handbook – summary/archival report of projects completed and presented to the Board by the EAC since its inception. Might be possible to also put together short video clips of each presentation to the Board since meetings are recorded.
 - Suggestion that Sarah Pekar create a page on the EAC website titled “New Employee Orientation” that has links to all of these documents.

Employee Wellness Policy (Topic E)

- Committee Name: UT Fit
- Chair: Shannon Rios, Vice Chair: Tania Secrest
- Executive committee liaison: Liana Ryan
- Other members: Sonia del Angel, Misty Butler, Jennifer Cerecero, Lorraine Wright, Bobby Yanez
- Focus: To review the State Employee Health and Fitness Act of 1983, which was amended by House Bill 1297 (80th Legislative Session) and assess its implementation at all U.T. System institutions, identify best practices across the System and research what other public entities have implemented in relation to employee health/wellness.
- Update:
 - The group developed a wellness/fitness chart to determine what wellness/fitness activities are already taking place at each campus as well as programs already offered for all campus through U.T. System Administration. Once this is completed the group can analyze what trends are present, where there are gaps for some institutions, and use institutions that have implemented programs to assist those that have not in seeing what best practices are available to them. The group has researched what is being done at U.T. System Administration in implementing the policy as well as what other state agencies, four-year universities and community colleges have done to partially or fully implement the State statute. The ultimate goal for the committee is to



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encourage that campuses fully adopt a wellness culture by implementing at least one of the three recommendations in the statute: (1) allow employees to participate in wellness seminars/series during work; (2) allow employees to have 8 hours per year of additional leave time if they have had a physical assessment confirmed by their physician; and/or (3) allow employees to have 30 minutes of leave time three days per week for exercise. The group also intends to help promote health/wellness options for individuals (i.e. free health/wellness apps and the Living Well portal offered through U.T. System). The group may consider tracking the activity of the EAC as a group throughout this year's U.T. System Physical Activity Challenge as well.

- Discussion:
 - While it is hard to convince institutions that they can do something at minimal cost, the project is admirable and it does not necessarily need to be driven by the policy; instead, it is important for campus leadership to believe in and even participate in these initiatives themselves. It was noted that at U.T. System Administration some areas have implemented "Leadership Walks" (an administrator will encourage a group of employees to go out for a short walk with them), and this has been effective and beneficial for those involved. Further discussion was held about how the spirit of the bill has and could be implemented across the various campuses and it was also noted that U.T. employees are eligible for reduced rates at some gyms through Blue Cross Blue Shield.
- **Management/Supervisor Development (Topic C)**
 - Committee Name: Managing Workplace Dynamics
 - Chair: Christine Bunce, Vice Chair: William Harris
 - Executive committee liaison: Ryan Baldwin
 - Other members: Paula Austin, Forrest Cain, Dennie Clemons, Karla Iscapa, Sally Thompson
 - Focus: To review how bullying/harassment is currently handled across System institutions to see what the state of affairs is and then, from there, make recommendations about best practices and determine what next action steps are in addressing this.
 - Update:
 - The committee has decided to focus primarily on bullying in the workplace and best practices for preventing and managing this. They have conducted quite a bit of research and are still compiling more. There is not a lot of training available at this point specific to bullying in the workplace; there are training options for topics that tie in somewhat, but not fully. The committee is reviewing best practices and policies available through other organizations, such as the Workplace Bullying Institute's publication *The Bully-free Workplace: Stop Jerks, Weasels, and Snakes From Killing Your Organization* (2011) and *The Bully in the Ivory Tower: How Aggression and Incivility Erode American Higher Education* (2012). There is some misunderstanding regarding the



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definition of bullying and it is often entangled with harassment, which is slightly different. Most institutional policies on harassment focus on supervisor-subordinate relationships not necessarily relationships with peers and others, where bullying also takes place. The committee has outlined some information about how organizations can address bullying, from their hiring practices to their policies, employee empowerment and more; and they have also looked into how the success of anti-bullying efforts can be measured.

- Discussion:
 - It was noted that the work of this committee and creating safe work environments for employees is just as tied to wellness as any other health/exercise initiatives. Most organizations have grossly underestimated the impact that a culture/environment that allows bullying can have.
- **Classified Staff Career Development (Topic D)**
 - Committee Name: Career Development
 - Chair: Tim (Hank) Herrick
 - Secretary: Karla Crabtree
 - Executive committee liaison: Kimberly Coleman
 - Other members: Mary Ann Hellinghausen, Kelli Ivy, Rochelle Pena, Jessi Reel, Raquel Vasquez
 - Focus: Looking at best practices in empowering, educating, and aiding employees in their professional development; researching what various U.T. campuses have available for their employees now and what can be improved.
 - Update:
 - The committee provided an overview of some of the external e-services that campuses are using, i.e. Skillsoft and Linda.com. These services allow supervisors to track what employees have completing and what they have achieved; modules are very diverse from basic to technical and leadership skills. The committee is going to conduct further research to see how many campuses are using programs like these and how many employees are using the services if provided. They are also interested in looking into the cost-benefit analysis of campuses purchasing services like these for their employees, and whether or not there is any way for campuses to share licenses so that unused licenses from one campus could potentially be used by another. The committee would, in the end, like to recommend that services like these be made available to employees on each campus.
 - Discussion:
 - It was suggested that campuses consider using e-conferencing tools like Skype to help increase the number of employees that can participate in professional development offered; often face-to-face sessions fill up before some get to register, and this would provide for more participation at no additional cost to the institution. It was also noted



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that, often, U.T. System is able to obtain discounted pricing on software and other services, and so it might be possible for those institutions that use these professional development services to negotiate in their contracts for all U.T. System campuses to receive the same discounted pricing. This would need to be research with and coordinated through procurement offices. Providing a service like this would give employees on each campus, regardless of size and resources, access to an extensive “toolbox” for individual employee professional development, much like what was researched and recommended by the EAC last year.

- Kimberly thanked each committee for the overviews provided and noted that she is pleased with the work that has been done to date. It was requested that all PowerPoint presentations and other materials be sent to Liana so that she could gather and distribute them to all.
- Dan noted that some of what the committees are doing now is new and some is based on historical work. In some cases it is ok to bring some “old” topics up again to the Regents; in some cases it helps to stress that there is still work to be addressed on some campuses – an issue addressed, a best practice implemented, etc.
- A question was asked about how to make the best impression on the Regents using research on best practices, as that is the majority of the work being done by the subcommittees. It was noted that presenting best practices is still effective; it demonstrates a need for there to be some action taken, or personal attention given, by them in order to ensure that some of these practices are implemented at the campus level.

III. Legislative Update, Roger Starkey, Associate Vice Chancellor for State & Federal Relations

- Roger Starkey provided an update for the Council on this 84th Legislative Session, which included not only information about changes in personnel in State leadership and in the Legislature, and U.T. System priorities, but also general higher education and State priorities. A copy of the PowerPoint presentation will be distributed to the EAC representatives for their reference and for them to share with campus personnel.
 - U.T. System Higher Education Legislative Priorities
 - State support for capital projects (Tuition Revenue Bonds or an alternative)
 - Formula funding
 - Full state funding and changes to Hazelwood tuition exemption for veterans and families
 - Support for student financial aid
 - Maintaining tuition flexibility
 - Research-based funding: Flagships: Texas Competitive Knowledge Fund; Emerging Research Institutions: Texas Research Incentive Program; Cancer Prevention and Research Institute of Texas (CPRI); Research formula for health
 - Engineering Education Initiative



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- U.T. Rio Grande Valley Medical School Funding
- Healthcare Workforce Needs

- Other Higher Education Issues:
 - Higher Education Fund re-funding
 - In-state tuition for undocumented students
 - Concealed handguns
 - Domestic partner benefits
 - Community colleges awarding baccalaureate degrees
 - Student success and completion
 - Governance of higher education systems
 - Public Education - Vouchers/Choice, Testing, Common Core
 - Immigration
 - Sunset of State agencies, especially Health & Human Service Commission (HHSC)
 - State Contracting Practices – HHSC contract, use of DIR contracts

- Other Statewide Issues– naming highways; designating Hico, TX the official Steak Capital of Texas; naming the cowboy hat as the official hat of Texas; a task force to study efficacy of Daylight Savings time; ensuring certain desert plants are transported and sold properly

- Upcoming Dates:
 - Bill Filing Deadline – March 13
 - Sine Die – June 1
 - Gubernatorial veto ends – June 21
 - Special session possible through summer or into 2016

- Three new/returning U.T. System Regents will be confirmed this session.

IV. Next Steps

- Kimberly will email information about next steps to EAC representatives.
- As there was no other business to discuss, a motion was made by Julie Cantini to adjourn the meeting; the motion was seconded by Joseph Gregory and passed unanimously.

Meeting adjourned at 12:08 PM.

Next meeting scheduled for Wednesday, June 10, 2015