

The University Staff Advisory Council
Minutes
September 16, 2009

Representatives and Alternates Attending:

Ingrid Frazier – District 14 – rep – Chair
Aris Obar – District 9 – rep – Secretary
Katy Cline – District 10 – rep – Chair-elect
Jennifer Adams – District 13 – rep
Jan Harp – District 12 – alternate
Pedro Flores – District 6 – alternate
Rich Legler – District 5 – alternate
Kristen Dickerson – District 11 - rep
Scott Dillingham – District 8 - rep
Andrea Jenkins – District 7 – rep
Glenda Bennett – District 7 – alternate
Beth Bruce – District 13 – alternate
Renee Lampkin – District 4 - rep
Linda Speed – District 2 – rep
Sheryl Marshall – District 3 – rep
Paula Hibbert – District 1 – rep
Janet Robertson – District 9 – alternate
Monica Davis – District 3 – alternate
Dayna Lambright – District 1 – alternate
Jennifer Skinner – District 10 – alternate
Kathy Finley – District 15 – rep
Christy Lewis – District 15 - alternate
Joe Vorsas – ex-officio

Reps and Alternates Not Attending:

Vacant – District 14 – alternate
Michelle Flanagan – District 2 – alternate
Angie Beekman – District 11 – alternate
Michael Seale – District 6 – rep
Brandy Monts – District 12 – rep
Page Chapman – District 5 – rep
Vacant – District 8 – alternate
Doug Raymond – District 4 - alternate

Ingrid Frazier called the meeting to order at 2:05 p.m.

A motion was made by Linda Speed to approve the minutes of the August meeting and was seconded by Glenda Bennett.

Old Business

An update was given by Katy Cline on the planning for the Staff Development Workshop scheduled for Nov. 19 & 20, 2009. Susan Franzen, of the Leadership Institute at UT System, will be coordinating the program for this year's workshop. The topic will be Work-Life Balance and may include a keynote speaker. Additional details will be forthcoming. Jan Harp is researching various food options and is looking for input on what staff members would like to see included. Staff members are asked to email Jan with suggestions.

A mock-up of the new tobacco signs being donated by PECAT was shown to the council.

New Business

Ingrid welcomed the new district representative and alternates to the first USAC meeting of 2009-2010.

The UT Tyler Star Award was awarded to Lisa Wyatt in Computer Science. The presentation of her award will be done during the Meet Your Rep event on Sept. 23rd in the UCN Ballroom.

The Meet Your Rep function is scheduled from 7:45 to 9:00 on Wednesday, Sept. 23rd in the UCN ballroom. All reps and alternate are asked to attend to meet the members of your district. Table tents and name tags will be provided for each district. Reps may bring optional tablecloths (6 ft. rectangular tables), etc to decorate their specific table.

Katy Cline advised that committee assignments for 2009-2010 will be made by September 30th. Reps and alternates were asked to email Katy and advise which committee they would like to be on. All council members will be assigned to a committee. Longview and Palestine reps will be assigned to the University Appreciation Week committee since they are based at a remote location.

All staff are reminded to take precautions against the H1N1 virus and that seasonal flu shots will be available to all staff at no charge. A seasonal flu shot clinic will be held on Sept. 22, 23 and 24 in the HPC lobby from 9 a.m. – 4 p.m.

Joe Vorsas advised that new information from the CDC indicates that the infectious period of a patient with H1N1 may be as long as one week after symptoms begin. They are also receiving information that the H1N1 vaccine may provide protection with only one injection instead of two. However, there has been nothing definitive decided yet. He expects that the University may offer H1N1 flu shots around the first of November.

Janet Robertson advised that flyers and posters will be put up around campus displaying simple precautions that should be taken to minimize transmission of the flu virus. Staff members are encouraged to check out the H1N1 link on the main UT Tyler web page for the most up to date information.

Ingrid reminded all reps and alternates that a 2009-2010 USAC group picture will be taken at the next meeting. Council members are asked to wear their favorite UT Tyler apparel.

Andrea Jenkins advised that she has received comments from students who are concerned about the reduced outdoor lighting on campus during the evening hours. She said that lights are out by the west side of the business building. Rich Legler volunteered to check on these lights and make sure they are fixed. Staff are reminded that anyone can call X 7300, campus police, to request an escort around campus.

Nominations were requested for the positions of chair-elect and secretary. No nominations were received and Jan Harp made a motion to re-elect the current slate of officers for a second term. Ingrid Frazier – Chair, Katy Cline – Chair-elect and Aris Obar – Secretary were re-elected for 2009-2010

A motion was made to adjourn the meeting by Andrea Jenkins and seconded by Jennifer Skinner.

The next meeting is scheduled for October 21st at 2:00 p.m. in ADM 301.