



Staff Senate Monthly Meeting Minutes

October 18, 2023 | 3:00 p.m. | SCOB 307

[Zoom Link](#) / Passcode: VN3\$b1GC

	Name	Attendance
District 1	Steve Myers	Present
	Sidney Wilson	Present
District 2	Brittany Folden	Present
	Tonya Irwin	Present
District 3	Christina Liston	Present
	Kamell Hawkins	Present
District 4	Daniel Cleckler	Present
	Alexia Herrington	Present
District 5	Nyree Brockman	Present
	Dawn Dearion	Excused Absence
District 6	Kim Stapp	Present
	Erica Goss	Present
District 7	Michelle Gonzalez	Present
	Alan Lizarraga	Present
District 8	Rachaelle McMinn	Absent
	Genita Harris	Present
District 9	Tyler Armstrong	Present
	Edward Farina	Present
District 10	Nicole Gaston	Present
	Geoff Doepker	Present
District 11	Kasandra Harris	Absent
	Amanda Whitt	Present
District 12	Robert Smith	Present
	Samantha Cockrell	Excused Absence
District 13	Kimberly Tutt	Present
	Angela Hukill	Present
District 14	Tina Taylor	Present
	Michelle Salge	Present
District 15	Theresa Moore	Excused Absence
	Kimberly Carrillo	Present
Ex-Officio	Ex-Officio	
	Bruce Bettinger	Present
	Christina Chatman	Present
	Cindy Scott	Present
	Victoria Rubio	Present
	Shanese Williams	Present



Agenda Minutes

OLD BUSINESS

- ❖ Approve September Minutes
 - To be approved next month due to timing.

NEW BUSINESS

- University Announcement- Pritchard Custodial Services has begun putting up QR codes in some buildings to help track and ensure that cleaning is timely and proper. You can also request cleaning if not provided.
 - Some buildings have the QR codes, but some buildings may not have them yet. They had 90 days to get the QR codes set up. The custodian will scan upon entering and note the cleaning that occurred. An Admin in the building or area should have access to the system to check these. Anyone would be able to scan the QR codes to submit a work-order for mess or general cleaning. The normal process for submitting a work-order through HelpNow will still exist.
- Staff Senate Committee Updates
 - Leadership – Bruce Bettinger
 - Thank you to everyone who attended Meet your Senator. Successful events!
 - Star Award – Tina Taylor
 - Person has been selected but they have been on vacation. Be on the lookout for email.
 - Benefits
 - Communications
 - Parking- Career Success Conference- several lots affected.



- Nursing, Career Success Conference, and Rose Festival Luncheon all are events this week which will affect parking. Emails were sent from Robert Cromley about the affected lots.

- Nomination & Election
- Faculty & Staff Awards
- University Appreciation
- Staff Development
- Policy and Procedures

➤ GUEST SPEAKER

- Dr. Colleen Swain, Associate Provost for Academic Success and Dean of Undergraduate Studies
 - Just had an external review of academic success program. Began going through report; many advisors attended as well as Student Success Liaisons, Representative from Faculty Senate, Career Success, Enrollment Management, and more.

➤ Advising Updates:

- Dr. Calhoun mentioned the expansion of undergraduate advising in the last meeting. We will be following recommendations on research for how to support our undergraduate students. We will be going down to 250-1 Advisor to student ratio. This number is fluid, depending on many factors. Our advisors WANT to be able to do more for our students than what they currently can. We have created a career ladder to give room for growth; Advisor I, II, III. Also working on better salaries for advisors. Administration agrees and supports this motion to help keep our advisors on a good path. We will continue to work on that. 30 advisors + 2 pre-matriculation advisors which will take a load off of traditional advisors by being able to go to high schools and help students. We have 14 vacancies for Advisors; hiring pool currently for colleges to come together and review



applicants. Ashley Bill has been working with the Advising Training and Development Team on how and what we can do to make sure Advisors have a voice.

- Questions:

- As our colleges grow, will it be easier to get additional advisor positions approved?

- There is hope that this process will help mitigate that issue. The commitment from the Provost is that Advisors are one of the most important aspects of the students' success.

- Ms. Chloe Dix, SGA President

- Excited to be collaborating with multiple university departments to hear what is happening around campus. Filling new seats, still a new senate. Special elections were held yesterday. There are only 3-4 returning senators, so everything is still new for most student senators. Next project is the Night Breakfast that SGA will be hosting.

- Questions:

- Bruce: Special Projects funding?

- \$2200 for the year; idea to possibly have a shuttle golf cart service from Victory Village to campus to help alleviate parking issues. Still brainstorming different solutions.

OPEN FORUM

- Robert Smith: Student Engagement and Crisis Center having trunk or treat. 178 cars between campus and local organizations. Sunday Oct 22 from 5p-7p in lots 7 & 8 around the Cowan Center. Expecting 3k-5k attendees. Volunteers please contact Robert Smith, robertsmith@uttyler.edu.
- Bruce: Contract Routing Process – please continue to bring us your concerns.

ADJOURN *Next meeting will be Wednesday, Nov 15 at 3:00 pm, SCOB 307 or via ZOOM*

- Motion – Alan L.



UT Tyler™ **STAFF
SENATE**

- Second – Brittany F.



Staff Senate Monthly Meeting Minutes

November 15, 2023 | 3:00 p.m. | SCOB 307

[Zoom Link](#) / Passcode: *8is^K!5

	Name	Attendance
District 1	Steve Myers	Present
	Sidney Wilson	Present
District 2	Brittany Folden	Present
	Tonya Irwin	Present
District 3	Christina Liston	Present
	Kamell Hawkins	Present
District 4	Daniel Cleckler	Present
	Alexia Herrington	Present
District 5	Nyree Brockman	Present
	Dawn Dearion	
District 6	Kim Stapp	Present
	Erica Goss	Present
District 7	Michelle Gonzalez	Present
	Alan Lizarraga	Present
District 8	Rachaelle McMinn	
	Genita Harris	Present
District 9	Tyler Armstrong	Present
	Edward Farina	Present
District 10	Nicole Gaston	Present
	Geoff Doepker	Present
District 11	Kasandra Harris	Present
	Amanda Whitt	Present
District 12	Robert Smith	Present
	Samantha Cockrell	Present
District 13	Kimberly Tutt	Present
	Angela Hukill	Present
District 14	Tina Taylor	Present
	Michelle Salge	Present
District 15	Theresa Moore	Present
	Kimberly Carrillo	Present
Ex-Officio	Ex-Officio	
	Bruce Bettinger	Present
	Christina Chatman	Present
	Cindy Scott	Present
	Victoria Rubio	Present
	Shanese Williams	Present
	Gwen Williams	Present



Agenda Minutes

OLD BUSINESS

- Review and approve September and October minutes – Bruce Bettinger
 - September: Accept – Amanda
Second – Samantha Cockrell
 - October: Accept – Robert Smith
Second – Daniel Cleckler

NEW BUSINESS

❖ University Announcement-

- TXDOT grants update. None of the grants were accepted, the administration is reviewing to see why they were rejected. We will be reapplying in the next funding cycle. -3 grants were rejected for improvements to infrastructure.
- Faculty/staff holiday party will be held on December 1st at the Alumni House from 3:00pm to 6:00pm. Please RSVP by November 22.
- Thanksgiving meal offered at the Met on November 16th from 10:30am-2:00pm with a discounted rate of \$6.00 for Faculty and Staff.
- Amendment to the HOP policy regarding remote work. Contact Staff Senate if you would like to see the changes that were made. HOP policy applies to all Faculty and Staff.

❖ Staff Senate Committees

- **Star Award** – Tina Taylor - October winner has been decided and we will be surprising them tomorrow. Submit November nominees now via https://uttyler.az1.qualtrics.com/jfe/form/SV_2ieYhyB20odeFhA



- **Benefits-** Steve Myers - Media production is offering free headshots for all Faculty and Staff on the main campus on Tuesday November 28, from 10:00am – 4:00pm at the media studio on the first floor of the library. Headshots can be done on the North Campus December 14 at the H building from 10:00am – 2:00pm.
- Communications
- Nomination & Election
- Faculty & Staff Awards
- University Appreciation
- Staff Development
- Policy and Procedures

❖ GUEST SPEAKER

Dr. Amentahru Wahlrab- President of Faculty Senate, Assoc. Professor of Political Science

- Our collective senates have the power of persuasion. We can do that jointly.
- Faculty Senate is made up of three representatives from each of the academic schools and colleges. Also have three representatives from the library because of the research requirements to be a librarian. Also have three “at large” that are voted in. They have a President, President elect, and Past President, Treasurer, Secretary and Parliamentarian.
- Evergreen study on pay raises had much more data on staff as opposed to faculty. Faculty data ended up not being used. Faculty did their own study based on CUPA data received from HR, based on discipline, gender, and rank. Recommended for staff to get copy of CUPA survey from HR to see how our salaries rate with other institutions.
- Budgets not being loaded is still an issue.
- Please reach out to Dr. Wahlrab if there is anything he can help with especially if it helps a student.



OPEN FORUM

- Student Engagement Advisory Committee – Looking for volunteers to serve on the committee to enhance student engagement and efforts to increase retention, student success, and ensuring that students are career ready. Get in touch with Bruce Bettinger at staffsenate@uttyler.edu if you are interested on serving on this committee.
- Looking for volunteers to serve as proctors for final exams. Contact Kim Livingston-Cobb if interested. Also, for next summer to proctor the TSI assessments on Thursday mornings from the end of May to the end of July from 8:00am to noon with the exception of the week of July 4th. Email Samantha Cockrell at scockrell@uttyler.edu if interested. Swag and food will be provided.
- A group has been created to help admins across campus with contacts and logistics important for their everyday tasks. Teams folders are being created with step by step instructions on who to contact and how to handle certain issues. Should launch in January. Hope to get HR help to know who/when to add new admins to the group.
- If you work during the floating holidays, be sure to fill in your timesheet for that week, otherwise they will charge you for the floating holidays.

ADJOURN *Next meeting will be Wednesday, December 20th at 3:00 pm, SCOB 307 or via ZOOM*

- Motion – Brittany Folden
- Second – Samantha Cockrell



Staff Senate Monthly Meeting Minutes

December 20, 2023 | 3:00 p.m. | SCOB 307

[Zoom Link](#) / Passcode: n^m4kwHj

	Steve Myers	Present
	Sidney Wilson	Present
	Brittany Folden	Present
	Tonya Irwin	Present
	Christina Liston	Excused Absence
	Kamell Hawkins	Present
	Daniel Cleckler	Present
	Alexia Herrington	Excused Absence
	Nyree Brockman	Absent
	Dawn Dearion	Present
	Kim Stapp	Present
	Erica Goss	Present
	Michelle Gonzalez	Present
	Alan Lizarraga	Present
	Rachaelle McMinn	Excused Absence
	Genita Harris	Absent
	Tyler Armstrong	Absent
	Edward Farina	Present
	Nicole Gaston	Present
	Geoff Doepker	Excused Absence
	Kasandra Harris	Present
	Amanda Whitt	Present
	Robert Smith	Excused Absence
	Samantha Cockrell	Excused Absence
	Kimberly Tutt	Present
	Angela Hukill	Present
	Tina Taylor	Present
	Michelle Salge	Present
	Theresa Moore	Excused Absence
	Kimberly Carrillo	Present
	Ex-Officio	
	Bruce Bettinger	Present
	Christina Chatman	Present
	Cindy Scott	Absent
	Victoria Rubio	Present
	Shanese Williams	Present



	Gwen Williams	Absent
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Agenda Minutes

OLD BUSINESS

- ❖ Voting for November Minutes in January.

NEW BUSINESS

- University Updates- Bruce Bettinger
- Staff Senate Committee Updates
 - Leadership - Bruce Bettinger
 - Parking update
 - The additional parking lot that was proposed has been put on hold. It is under discussion to either change the deadline or do away with the additional parking proposed by Liberty Landing.
 - North Plaza parking near the bell tower (previously faculty and staff parking outside Stewart Hall) is still moving forward.
 - Longview Campus projects
 - Renovations are planned for buildings at this site with more info to come soon.
 - Provost office researching academic scheduling changes.
 - Assist with the demand for classroom space as well as parking by scheduling classes during non-peak time hours.
 - Residential housing facility update-
 - Begin at the first of the year with ground-breaking following later
 - Star Award – Tina Taylor
 - November winner will be announced soon
 - Submit December nominations at

https://uttyler.az1.qualtrics.com/jfe/form/SV_2ieYhyB20odeFhA



- Benefits
- Communications
- Nomination & Election
- Faculty & Staff Awards
- University Appreciation
- Staff Development
- Policy and Procedures

❖ GUEST SPEAKER

- Shanese Williams- UT System EAC representative
 - Senate Bill 17: each institution is required to follow the law but how it is carried out is at that institution's discretion.
 - Developing 3 committees for employee advisory council:
 - Assessment
 - Website
 - Revamped landing page
 - Working on revamping other pages
 - Networking
 - Event in February- chairs discuss events at each institution and system-wide issues
 - Next meeting in San Antonio in February

OPEN FORUM

- SARS/Testing - Moved to Library 4th floor
- Marketing - Split between STE and USC
- Graduate Admissions – Moved to HPR 248
- Graduate School – Moved to HPR 247
- Will there be a quarterly meeting with facilities like in the past where vendors give updates (i.e. - Enviro-Care and cleaning company)?



UT Tyler STAFF SENATE

- Looking into this and will follow up once we have an update
- Is the "grace period" over for the new cleaning company to where they should be operating at full capacity now?
 - Looking into this and will follow up once we have an update
- staffsenate@uttyler.edu.

ADJOURN *Next meeting will be Wednesday, January 17 at 3:00 pm, SCOB 307 or via ZOOM*

- Motion – Daniel Clecker
- Second – Steve Myers



Staff Senate Monthly Meeting Minutes

January 17, 2024 | 3:00 p.m. | SCOB 307

[Zoom Link](#) / Passcode: ^kHKJ&9n

	Steve Myers	Present
	Sidney Wilson	Present
	Brittany Folden	Present
	Tonya Irwin	Present
	Christina Liston	Present
	Kamell Hawkins	Present
	Daniel Cleckler	Present
	Alexia Herrington	Present
	Nyree Brockman	Present
	Dawn Dearion	Present
	Kim Stapp	Present
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	Kimberly Carrillo	Present
	Ex-Officio	
	Bruce Bettinger	Present
	Christina Chatman	Present
	Cindy Scott	Present
	Victoria Rubio	Present



	Shanese Williams	Present
	Gwen Williams	Present

Agenda Minutes

OLD BUSINESS

- ❖ Approve November Minutes.
 - Motion –
 - Second – Edward
- ❖ Approve December Minutes.
 - Motion - Geoff
 - Second - Robert

NEW BUSINESS

- University Updates- Bruce Bettinger
 - If your office/department provides a stole or cord for graduation, please register and upload a photo. For more information, contact Josh Neaves, at jneaves@uttyler.edu
 - Public meeting Feb. 1 to discuss new speech-language pathology degree program. The UT Tyler community is invited to participate in a discussion about the new Master of Science in speech-language pathology. 4:30 p.m. Thursday, Feb. 1 in the University Center Mabry Theater.
 - Several changes to the HOP have recently been approved. For a list of recently added or amended policies please consult <https://www.uttyler.edu/hop/>
 - Homecoming committee is needing volunteers to staff various events, I will be sending out the call for volunteers through Qualtrics. For more information, please contact Gage Penson DPenson@uttyler.edu
 - March 18-23
 - Annual conflict of interest declarations should be submitted by March 31. You can find the training and quiz on the HR website.
 - Also multiple emails sent out
- Staff Senate Committee Updates
 - Leadership - Bruce Bettinger



- Staff Senate Leadership meets regularly with Leadership / HR leadership. If you have any questions or concerns, please contact Staff Senate so we can share.
 - Star Award – Tina Taylor
 - December winner is Chuck Brown- University Center Coordinator
 - November winner was Ross Lawrence
 - Emails for November and December will go out this week.
 - Submit nominations at
https://uttyler.az1.qualtrics.com/jfe/form/SV_2ieYhyB20odeFhA
 - Benefits
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- ❖ **GUEST SPEAKER**
- Isai Ramirez to introduce Kevin Kjosa- Chief Information Security Officer. January 2nd was Kevin's first day
Kevin:
 - Our office has 3 main goals: Support the business of UT Tyler; Secure the business of UT Tyler; Communicate the best way possible.
 - Came from UT San Antonio.
 - Christina C.: What kind of concerns would come across your desk?
 - Any question is appropriate; always available to answer questions. On the spot cases may require additional review / may confer with others.
 - Bruce: Objectives, plans, goals?



UT Tyler **STAFF
SENATE**

- Unifying UT Academics & HSC. Amping up response capability. Incident Response preparedness. Information Security Team is syncing well together with the merge.
- Is there something you're excited to be working on?
 - Built Security Information Centers at previous workplaces; excited about building common routines, building a strong team.

OPEN FORUM

- staffsenate@uttyler.edu.

ADJOURN *Next meeting will be Wednesday, Feb 21 at 3:00 pm, SCOB 307 or via ZOOM*

- Motion – Steven
- Second – Geoff



Staff Senate Open Meeting Minutes

February 21, 2024 | 3:00 p.m. | SCOB 307

[Zoom Link](#) / Passcode: &pg5L3#L

	Name	Attendance
District 1	Steve Myers	Present
	Sidney Wilson	Present
District 2	Brittany Folden	Present
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	Victoria Rubio	Present
	Shanese Williams	



Agenda Minutes

❖ Motion to approve November and December Minutes –

- Motion – Robert Smith
- Second – Daniel Cleckler

UPDATES

❖ Staff Senate Committee Updates

- Leadership – Bruce Bettinger
 - Office key pick up and drop off can now be done at station three at the one-stop between the hours of 8a-11:30a and then from 12:30p-4p.
 - HOP policy – Several policies have recently been amended. Policies that have changed can be viewed on the website.
 - Dr. James Newsome Memorial Scholarship has recently been announced. There is a campaign to raise money with the initial goal of \$5,000.00.
 - East Texas Research conference cohosted by UT Tyler and the Tyler Area Chamber of Commerce will be held April 11-12. The call for abstracts is now open with a deadline of March 1st.
 - The Office of Research, Scholarship, and Sponsored Programs Research Design and Data Analysis Lab is promoting their professional development webinar series. There are several listed on their website featuring research focused book clubs, and other professional development webinars for both faculty and staff.
 - UT System Employee Advisory Council meeting to take place next week at UT Health San Antonio. Shanice, our EAC rep will be updating us and we will probably have an update next month.
- UT Star Award – Tina Taylor
 - Next Star Award winner has been selected but the surprise has not been coordinated yet. Keep an eye out for a calendar invite and please show up. Nominations are now open for next month's award.
- Faculty & Staff Awards – Tina Taylor



- Faculty and Staff awards ceremony is set for Thursday, April 18 from 12:30-2 in the UC Ballroom. Nominations are now open and we need as many nominees as possible.
- University Appreciation Committee
 - Some of the dates have been set for university appreciation. More information and save the dates to come.

GUEST SPEEKERS

- ❖ **Joshua Neaves** -Assistant Vice President and Director, Student Engagement
 - Last semester (Fall 2023) there were 973 activities that occurred.
 - Trying to encourage everyone with an activity to use Patriots engage to help promote events not just to students, but also faculty and staff.
 - Big jump over last year in number of activities and number of participants, attributed to larger number of approved student organizations and number of people using Patriots Engage.
 - A large number (922) of participants in activities are faculty, staff and guests.
 - Health Center is also using the platform and has their own student success coordinator.
 - Platform also services all the distance campuses as well.
 - Does not track number of users at community events where participants don't have a UT Tyler account, health account or patriot account.
 - Hope to exceed the numbers for the spring semester because it helps in recruiting and retaining students.
 - Any questions about Patriots Engage, please reach out.
 - Homecoming is next month, the week after spring break.
 - Constantly adding activities, so if you are hosting an activity you think should be added to the Homecoming schedule, reach out to Joshua Neaves, Camry Tharp or Gage Penson to have it added to the schedule.
 - Need a lot of help, especially for events on Friday and Saturday, so looking for volunteers to assist in those activities.
 - Friday – food truck rally



- Hot air balloon rides
- Fireworks show
- Saturday – Crawfish boil followed by supporting our athletic teams at the baseball field.
- Homecoming this year will start on Wednesday instead of Monday.
- On Homecoming schedule, it will specify who the event is for, so if it says students, it is only for students, not faculty and staff. This is because some events are paid for by student fees.
- There will be a homecoming t-shirt.
- If you have any questions about Student Engagement, just reach out to Joshua Neaves or email getconnected@uttyler.edu.

❖ **Dr. Howard Patterson – Vice President for Athletics**

- Fee Referendum asking students to increase the amount of money they are currently paying to the athletic program through the athletic fee from \$16 per semester hour to \$18 next year, \$20 the next year and \$22 the next year.
- History of the athletic department.
 - Started with men's and women's tennis in 2001. No other programs added at that time because we didn't have any other facilities.
 - Added other sports along the way as facilities were built.
 - This year we added "stunt" which is a combination of gymnastics, tumbling and cheer.
- Currently play in the Lone Star Conference.
 - Conference covers a large geographic area with Western New Mexico University being almost 900 miles away from Tyler.
 - Because of the large area the conference covers, our kids spend a lot of time on buses. We wouldn't be able to afford to fly if we could.
 - It is one of the largest conferences in Division II and probably the strongest and most competitive.
 - Angelo State has the largest enrollment of the State schools in the conference, with Midwestern State having the smallest.
 - The average number of sports per State school in the conference is 15, UT Tyler has the most at 18.



- Five of the seven State schools have football, we do not.
- Of the seven State schools in the LSC, UT Tyler has the lowest athletic fee per credit hour (\$16) with Angelo State having the highest (\$33). (Private schools in the LSC do not report data on how their athletics are funded)
- UT Permian Basin has a referendum to raise their fee up to \$32 this spring.
- Back in 2016-2018 we charged \$12-\$14 per credit hour and we were able to get by on the \$2.4 million generated because we were in Division III and our costs, such as travel, were much lower.
- Now we raise about \$3.25 million, but we are spending a lot more than that, especially on travel.
- Proposed fee increase would add about .40 cents per day on to students with a cap of \$270 for full time students next year, up from \$240 now, and a cap of \$108 for part time students, up from \$96 now.
- UT Tyler athletes bring over \$2.5 million in new tuition income annually.
- All 308 active DII schools need institutional subsidies because athletic fees, gate receipts, ticket sales and concessions are not enough. Schools will subsidize athletic programs because they enhance campus life and student engagement.
- Athletic programs also enhance diversity and applications. When UT Tyler started adding athletic teams, the diversity of the campus changed. It isn't the reason we have diversity, but it helps and increases the institutional brand.
- Big difference between money we've spent between DIII and DII, such as increasing salaries to be competitive with others.
- Travel costs are over \$1 million per year, equipment is almost \$400 thousand, officials and medical is over \$1.4 million and scholarships are \$2.1 million.
- Every time the fee goes up \$2 it means an increase of \$400,000 if enrollment stays flat.
- Fees currently only bring in \$3.2 million, but we are spending \$6 million meaning the University has to subsidize the difference. The fee increase would help reduce the burden on the institution.
- Over the three-year period, the fee increase would reduce the amount the institution has to pay by \$1.2 million per year meaning that the University's money can now be spent on other things.
- When the softball team played in the national tournament, we had a play that was number one in ESPN's top ten plays of the day which they showed several times. You can't buy that kind of exposure for the University.



- Facilities for the sports teams are shared with the other students on campus, which enhances the college experience and student engagement.
- Athletics creates a lot of different job opportunities for our students.
- Athletics increases the value of your degree.
- Lost two of the last three referendums brought to students.

❖ **Natalie Harms - Vice President of Finance, and John Sprenkle - University Controller**

- (Financial side of the University) Went through some changes a few weeks ago as part of the realignment and integration between Health Science Center and UT Tyler. Reorganization means some people don't always retain their jobs.
- Q: How will these recent changes affect overall processing times for regular operations?
 - A: Our goal is to have no change in processing time, and that's what we are striving for. That may not always be the case, but for routine processing items, you're probably not going to see a whole lot of change in processing times. There will be items we need to research a little bit more that may take a little longer. Ultimately the goal is to have a seamless processing time with no change that you will notice on your end.
- Q: Will any organizational chart be provided to the campus community?
 - A: Outlook is already updated. We are working very hard with IT at aligning all of our contact information. Everyone's titles, we are hoping, are clear enough right now to be able to know what area is handling what. If you have a question, please email John Sprenkle, or Natalie Harms, or both and (they) will get back to you immediately and get you to the right team member.
- Q: Who will be the new primary contact for inventory processes, questions? Annual inventory assessments traditionally begin in mid-spring, will that process change.
 - A: The new contact person is Jessica Tinsley. She is on the Health Science Center side, and she is experienced in inventory, and she'll be able to answer any questions you have. The 2024 process will remain the same as it did in prior years.
- Q: Have there been any updates to the budget transfer or e-forms process?
 - A: No there has not. All those forms have already been updated to route to John and should be the same as in the past. John is still the point of contact, so email him if you have any questions.
- Q: How will the reimbursement process through accounts payable be affected by the consolidation?



- A: There will be no change. Accounts payable is going to move as it has in the past.
- Q: In a little more detail, what is the current timeline for future merged processes specific of travel, Peoplesoft, pro cards, reimbursement, and budget?
 - A: There will be no change for Peoplesoft for UT Tyler staff. Health Science Center is potentially moving to UT Share as well starting for '25-'26 fiscal year calendar potentially, because it is still being reviewed and approved by funding. We have no planned changes to UT Tyler's Peoplesoft system at this time including travel, reimbursement, procurement, etc. When projects do start, training will be communicated. The goal of merging the finance departments was to align processes but we will gradually work through those as well as the Health Science Center moving to UT Share. Is the current environment working for everyone here? We heard some feedback from a lot of departments. It's not always working, and it's not ideal, so we want to evaluate that first update at the same time, and then provide training before we make any big changes.
- Q: What is the current timeline for loading 2024 budgets into Peoplesoft and will these changes affect the timeline?
 - A: With the '24 budget process we tried something different. We tried to blow up the previous process of just perpetually loading what you had the previous year. We did so not realizing the impact it would have on the departments and everyone that is involved in using the budget, so currently what is loaded in Peoplesoft the academic units have their M and O (?) budgets loaded. The non-academic units do not have any budget loaded into Peoplesoft, but those budgets were distributed to your department leads before your Deans, and if you didn't get one, it didn't get communicated down to you, please reach out to me and I can share that with you. Both compensation and M and O for the department you're involved in.

For next year we are going to try to utilize a product UT system uses called Hyperion. We have used it here a little in the past for salary. We're going to load the budget into Hyperion and then Hyperion creates a file loaded into Peoplesoft. So you will be able to go in and access budget to actuals, push button, and it will show you three years of historical actuals, current budget, current actuals, and then the percent of budget either collected or expended. We will give training on that process, but that is our plan for '25. We are trying to get beyond '24 and focus on '25, but if there is anything you need regarding what you were allocated in '24, reach out to me (John), I'll be more than happy to share that with you.



- Q: What is the process for budget forecasting financial year 2025?
 - A: Last year was the first year we had worked with Ernst and Young Consultants and came to the departments to say “what do you need” instead of just rolling the previous year forward and just hoping it worked for everyone. Trying to let the department lead more in their budget versus actual conversation with their leadership, although this year, fy '24, from the beginning we have been meeting monthly with Dean's and others who have needed to. We have met about budget over many, many months after the initial budget in August of 2023. This year what we are going to do is use forms like this a little more and be able to have face to face question and answer and walk through that process, also applying what we learned in fy '24, that worked and didn't work with the feedback from all of our departments. Communication will go out soon, but the fy 2025 budget will be in full swing by April. This year we will update Deans, Faculty and Staff directly and either have forums like this, or be able to have a separate setting, depending on the timing we're in or what your area needs, kind of use the feedback as you bring it to us.
- Q: What training will be provided for any of those changes?
 - A: We are going to do live training available on Teams that can be interactive, pre-provided training that is recorded, that would be over the process in general. What we are doing this year will be similar to what you saw last year, just a different format, especially for you that have shared departments between campuses. Trying to give you one spreadsheet that looks the same across both campuses is the main goal so there is less confusion.
 - Johns office is permanently on this campus, I (Natalie) go between, but here 2-3 days per week. Will have office hours, recorded walk-through training of the provided spreadsheets and the process, as well as FAQ's as we get them. Will also have Hyperion training to be able to have department functionality for use of budget vs. actuals. The ultimate goal of leadership is to pull the departments in and let you have ownership to more readily (?) every single month live, as soon as financials load automatically from PeopleSoft from share which is the delivered functionality that's never been used before on this campus into Hyperion.
 - Our goal is to offer training on a regular basis. Whether it's workshops, office hours where you can show up with your computer and ask questions, we'll help you work



through your budget and get it entered into the system. We are going to try and do a better job of supporting the University as they work through the new process, new product.

- Q: Will the process for RFP and or EAJ change? If so, when will those changes be announced/communicated?
 - A: Right now there is no changes to either one of those two processes.

- Q: If a department needs to transfer funds for a new hire, that is based on existing budget, who should be contacted? Will the availability of funds be communicated to facilitate the hiring process in some way?
 - A: That is all going through John, so if you have any questions, email John. We ask to email because we have changed the process with a controlled approach to allow the schools to function more quickly as needed, and really focusing on an elimination of fund transfers in FY '25 and forward in '24. Trying to have less cost centers overall and trying to have the department have less administrative back and forth within your own department. Ultimate budget goal, which Hyperion will assist with, being able to say over in this cost center, under in this cost center, and gradually being able to control your overall number for M and O and compensation to not go over , so that you can have a better picture and hope that somebody will tell you when you've gone too far.

- Q: Are there updates related to the travel process and timeframes?
 - A: The travel process for the UT Tyler campus is not changing. You have the travel module in UT Share. The Health Science Center does not have the travel module and everything is extremely manual. The Health Science Center will be updating the process to do what the UT Tyler campus can do.

- Q: Will there be any task force organized to help with these processes for the people actually involved with it?
 - A: (John) Sounds like a great idea. I wouldn't be opposed to having something like that. Getting input from the boots on the ground is really helpful with not only process evolution but training evolution as well. We know our training here is not the best, so my goal over the next year is to try and enhance that process. Bring better, more accurate training to the users. The taskforce thing is an interesting concept, and I think it would be something we would be interested in exploring to be



able to pull a diverse user group together and have input on seeing if we can make the process better.

- Gracie Buentello: There is a project called “Project Optimus” in which we are looking at all the administrative functions and looking for ways of efficiency. Jared. in Stephanie Fenter’s office, is the one working on that, so there is already a project around efficiency.
- Q: For the Health Science Center, who is the lead person to go to with a budget question?
 - A: Budget is myself (Natalie) and John, across the board, at both campuses.
- Q: If you have inventory scheduled in your department, where do you go to pick up your scanning equipment? Who is the contact?
 - A: Jessica Tinsley is over the inventory items. We will likely use Johns office in Stewart Hall.
- Comment on the staff layoffs and lack of communication:
 - Not an easy decision. This was a multi month process involving leadership, consultants, legal, executive, and the President. It was a very long process that was thought out and not easy for any of us to go through. This is something we can discuss heavily, and I think we’ll touch base again, but Dwain Morris is looking at being able to have a communication, and our apologies for it being the delay it’s been.
- Q: Are there other areas (departments) that have duplication that will be looked at in the next year or so, or would you consider this the last big one since the merge?
 - A: This is like the biggest outside of IT. I don’t know of any.
- Q: Who is taking over procurement, and all those responsibilities?
 - A: Crystal Smith



OPEN FORUM

- ❖ **PARKING** - There is both an administrative parking committee, and an academic parking committee.
 - Academic is working on fixing our parking issue. One solution they have come up with is scheduling classes a little differently, so we're not so consumed with the parking being taken on Tuesdays and Thursdays. Any Questions about scheduling classes, contact Maggie.
 - On the administrative side, they have come up with some changes also. Starting on September 1, Victory Village is going to be resident parking and they are not allowed to come over and park on the main campus, they are to walk. By September 1 we should have added 90 to 100 new parking spots in the area where the clock tower is. Future plans to add another 50 spots right outside BRB.
 - Health Science Center will continue to not have parking permits
 - Parking permit cost will be increasing, but a set amount has not yet been voted on.
 - Will be enforcing more parking violations and increasing the dollar amounts for those violations.
 - Will try again the program to reduce your amount owed, if over \$100, by donating to the food pantry.
 - If you are parking in a reserved spot that is not yours, you will be receiving a citation unless the owner of that spot informs Parking dept.
 - Will not have actual parking tags for this year. There will be license plate readers for the parking lots keeping track of cars entering the lots. This technology will also help to report how many cars are using a certain parking lot and at what times. For guest parking, they will need to be issued a guest pass to allow them access which will be noted in the camera view.
 - Will need to contact parking office if driving a rental or temporary vehicle if it is not registered in the parking system portal. You can register up to three vehicles for the year.
 - ****Do not contact PD about parking.** Contact the Parking Office/Robert Cromley or the Parking Coordinator, Melissa Clayton at mclayton@uttyler.edu or parking@uttyler.edu



- ❖ **Budget** – Q: Is it next years budget for employee merit increases?
 - **A:** (John) My guess is it will be.
 - That (merit increases) come from the UT System level, so that is a conversation the President will have with the Chancellor and UT System.

- ❖ **Admin. Working Group** – Several things added to the teams channel that they have been working on the last several months. Hoping to get it open at the end of this month or beginning of next month. If there is anything you think needs to be added, let them know. Will be for main campus processes. No one from Health Science is on the committee and their process are completely different.

- ❖ Student questions about housing for next year need to go to the SGA President.

- ❖ No updates yet on the status of the closed off stairs by Stewart Hall leading to Harvey Deck. -Structural Engineer supposed to look at it and give a quote for getting it fixed, but no timeline yet.

- ❖ **ADJOURN** *Next meeting will be Wednesday, March 20th at 3:00 pm, SCOB 307 or via ZOOM*
 - Motion – Daniel Cleckler
 - Second – Samantha Cockrell

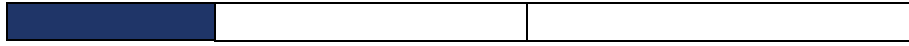


Staff Senate Monthly Closed Meeting Minutes

May 15, 2024 | 2:15 p.m. | SCOB 307

Zoom Link / Passcode:

	Name	Attendance
District 1	Steve Myers	Present
	Sidney Wilson	Excused
District 2	Brittany Folden	Present
	Tonya Irwin	Present
District 3	Christina Liston	Present
	Kamell Hawkins	Excused (Email)
District 4	Daniel Cleckler	Present
	Alexia Herrington	NA
District 5	Nyree Brockman	Present
	Dawn Dearion	Absent
District 6	Kim Stapp	Excused (Email)
	Erica Goss	Present
District 7	Michelle Gonzalez	Present
	Alan Lizarraga	Present
District 8	Vacant	
	Genita Harris	
District 9	Tyler Armstrong	
	Edward Farina	Present
District 10	Nicole Knusta	Excused (Email)
	Geoff Doepker	Present
District 11	Kasandra Harris	Present
	Amanda Whitt	Present
District 12	Robert Smith	Present
	Samantha Cockrell	Present
District 13	Kimberly Tutt	Present
	Angela Hukill	Present
District 14	Tina Taylor	Present
	Michelle Salge	Excused (Email)
District 15	Theresa Moore	
	Kimberly Carrillo	
Ex-Officio	Ex-Officio	
	Bruce Bettinger	Present
	Christina Chatman	Absent
	Cindy Scott	Absent
	Elmer Manzano	Present
	Shanese Williams	Present



Agenda Minutes

OLD BUSINESS

- Approval of March minutes
 - Motion to approve: Brittany Folden
 - Second: Tina Taylor
- EAC rep and alternate announcement
 - Samantha Cockrell has been elected the new EAC Representative, to serve 09/01/2024 through 08/31/2027, representing all academic campuses. Erica Goss has been elected as the alternate.
 - The EAC Representative for the UT HSC campus is Elmer Manzano.
 - Additional questions. Please email staffsenate@uttyler.edu.

NEW BUSINESS

- ❖ University Updates- Bruce Bettinger
 - Facilities has asked that if you have received mail that was delivered to your mail room by mistake, please reach out to Mr. Thomas Pinkerton tpinkerton@uttyler.edu
 - Summer commencement Saturday, Aug. 17. For more information: graduation@uttyler.edu.
 - Volunteers wanted. Email Graduation for information.
 - HOP updates. Clean version(s) posted to the website. Old / Red-line versions contact staffsenate@uttyler.edu OR Division head in item F (review responsibilities and dates); each policy has a division head listed who has the historical policy information.
 - 2.4.1 Non Discrimination
 - 3.2.8 Misconduct and Research and Other Scholarly Activity
 - 4.18.3 Vacation leave
 - 4.28.7 Requisitioning and Record Keeping of Controlled Precursor Chemicals
 - External Audits and Reviews
 - Required Communication
 - Safeguarding Data
 - Nursing Honors student group conducting survey regarding the university's preparedness for life-threatening incidents. Faculty, Staff, and Students encouraged to participate. Link to participate: https://uttyler.az1.qualtrics.com/jfe/form/SV_29UFjPErz44VF1Y?Q_CHL=qr



- Faculty and staff volunteers are encouraged to serve as mentor an incoming freshman student for the 2024-25 academic year. For more information, contact Samantha Cockrell, scockrell@uttyler.edu.
- Ongoing Website updates: The web team is continuing to make updates. Report a web problem utilizing the link that can be found at the bottom of each page.
- School of Nursing and School of Health Professions to host The Advanced Healthcare Excellence, Interdisciplinary Research, and Innovation Research Showcase Friday May 20, 2024, from 8am-3pm in the University Center Ballroom. Contact Hannah Reyes for questions or additional information.
- Registration is open for the 2024 School of Performing Arts Summer Camps. Additional information listed on the website under Summer Camps. May also contact staffsenate@uttyler.edu.

❖ Staff Senate Committee Updates

- Leadership- Bruce Bettinger
 - New President – Steve Myers to serve as new UT Tyler Staff Senate President for 2024-25. To start 09/01/2024.
- UT Star Award
 - John Fuller – February winner. March and April awards coming up soon. Submissions for May open until May 25th.
- Benefits Committee
- Faculty & Staff Awards- Ceremony was a success.
- Communications
- Policy and Procedures
- University Appreciation
- Nominations & Elections
- Staff Development

❖ OPEN FORUM

- Speaker: Isai Ramirez
 - Isai provided an update regarding the network issues that had caused a disruption on the academic campuses last month. He explained that a network fiber conduit connecting the academic campus to the Health Science Center was cut, owned by an external company. Despite prompt reporting and the services of a specialized crew, the repair took time due to the fiber's location. Isai acknowledged the disruption caused and confirmed that the office of telecommunication services was working on implementing a backup network path to prevent



future disruptions, as they were in the process of consolidating the equipment. The staff expressed their appreciation for the provided context.

- Speaker: Tina Taylor
 - Tina announced several updates regarding parking and construction on the university campus. Parking changes will include the removal of physical hand tags in favor of digital license plate readers, allowing up to three vehicles per parking permit, and potentially increasing parking spaces in the bell tower lot and nursing construction area starting September 1st. However, the construction of the new Science building will eliminate approximately 100 spaces in Lot 9, and the Arts and Science Building's construction will consume about 100 spots starting late summer. The staff also mentioned ongoing issues with event parking and the inability to accommodate buses on campus.
 - Food Pantry partnership going well; will be done again each semester with an updated date. In regard to donating to the food pantry to get a release from your citation.
 - Update to lot 6 with diagonal parking spaces delayed to spring. Will bring additional parking.
- Speaker: Bruce Bettinger
 - The Board of Regents voted to approve the next Nursing Infrastructure upgrade starting in September. Current phase should complete by the end of the summer.
 - University Appreciation - On behalf of the committee Thanks! Update rsvp if you don't plan to attend. It was also suggested that we discuss the potential to restrict employees to 1 event to allow for more people to participate in order to offset some budget constraints. Tracking attendance data essential to help justification for continued funding.
 - Employee/Dependent Scholarship – No changes to this benefit at this time. Email HR with any questions.
- Speaker: John Yoder
 - An issue regarding Health Science Center employees' event registrations through Engage was resolved.
- Speaker: Cindy Scott
 - HSC Employees celebrating Hospital Week this week.

❖ **ADJOURN** *Next meeting will be Wednesday, June 12th 2:15 pm, COB 307 or via ZOOM*

- Motion – Steve Myers
- Second – Daniel Cleckler

Staff Senate Open Meeting Minutes

June 12, 2024 | 3:00 p.m. | SCOB 307

	Name	Attendance
District 1	Steve Myers	Present
	Sidney Wilson	Present
District 2	Brittany Folden	Present
	Tonya Irwin	Present
District 3	Vacant	
	Kamell Hawkins	Present
District 4	Daniel Cleckler	Excused Absence
	Vacant	
District 5	Nyree Brockman	Absent
	Dawn Dearion	Absent
District 6	Kim Stapp	Present
	Erica Goss	Present
District 7	Michelle Gonzalez	Present
	Alan Lizarraga	Absent
District 8	Vacant	
	Vacant	
District 9	Tyler Armstrong	Present
	Edward Farina	Present
District 10	Nicole Gaston	Present
	Geoff Doepker	Present
District 11	Kasandra Harris	Absent
	Amanda Whitt	Present
District 12	Robert Smith	Present
	Samantha Cockrell	Present
District 13	Kimberly Tutt	Present
	Angela Hukill	Present
District 14	Tina Taylor	Present
	Michelle Salge	Present
District 15	Theresa Moore	Present
	Kimberly Carrillo	Absent
Ex-Officio	Ex-Officio	
	Bruce Bettinger	Present
	Christina Chatman	Present
	Cindy Scott	Absent
	Elmer Manzano	Present
	Samantha Cockrell	Present
	Erica Goss	Present



UT Tyler™

STAFF
SENATE

Open Meeting Minutes

- ❖ Motion to approve May minutes.
 - Motion – Robert Smith
 - Second – Steve Myers

- ❖ New Business – Updates
 - IT department has moved from RBN to the University Services Center (USC) office 118. This is the same building where the Police Department is located.
 - Several opportunities for Astra training available for both schedulers and requesters. Contact Vicky Bond (vbond@uttyler.edu) for more information. Training sessions will be held throughout the summer.
 - If you are interested in mentoring an incoming Freshman, fill out Qualtrics survey here:
https://uttyler.az1.qualtrics.com/jfe/form/SV_56Y1qKyU7LNHmHc. For more information, contact Samantha Cockrell at scockrell@uttyler.edu.
 - 2024 Career Success Conference will be held on Thursday, October 24th. More information to follow. This is a big event, and they will need a lot of help.

- Summer Commencement will be held on Saturday, August 17th. There is a need for volunteers to help. Contact graduation@uttyler.edu for more information.

- ❖ We will be electing new Senators over the summer for the 2024-2025 academic year. The call for nominations will be going out next week, and the actual elections will take place in July. There are several seats we need to fill.
- ❖ Thank You to everyone who volunteered, served on a committee, or attended an event for university appreciation.
- ❖ For staff members interested in getting certified with micro credentials, those are still going to be offered by Coursera through the office of digital learning. For credentials being offered, there is a link on the office of digital learning website: <https://www.uttyler.edu/offices/digital-learning/microcredentials/> . Email is digitallearning@uttyler.edu.
- ❖ UT Tyler Star award.
 - March winner was Kerry Sullivan
 - April winner was Geoff Doepker
 - Turnout for the surprise has been great, and we look to continue the surprises in the future. Keep an eye out for the May winner announcement.
 - If you would like to nominate someone, there is a link on the staff senate website. https://uttyler.az1.qualtrics.com/jfe/form/SV_2ieYhyB20odeFhA

Guest Speakers

❖ Josh Neaves, Assistant V.P. for Student Success, and Director of Student Engagement.

- Student Engagement has had some staff turnover and is in the process of trying to fill some positions, one specifically that will focus on student organizations.
- At the end of the spring semester, we ended with 108 fully registered student organizations, which is one of the largest counts we have had.
- Event requests and room reservations go through Patriots engage as it relates to student organizations.
 - Faculty and staff will continue to go through Astra.
 - Health Science Center still uses Teams.
 - Going through Patriots engage allows Student Engagement to review the request and assess if they need to meet with the student organization to see what activities they are conducting.
 - Requests need to be submitted by the officers of the organization, so that it is clear it is for the organization and not for the department that the faculty or staff advisor is a member of.
 - Requests need to be submitted at least two weeks in advance.
 - For a student organization to use facilities or event spaces, they must be fully recognized by the University.
 - If a student group is not fully recognized, and a department books a space on their behalf, the department will be liable and responsible for any activities.
- All student organizations must have at least five students and one full time adviser, and all six must complete orientation once per academic year.

- Orientation for student organizations will open on August 1st.
 - Two options available for orientation, online through canvas or in person.
 - Student Engagement is trying to develop a master list of honor societies and regalia.
 - Any questions, email Josh Neaves at jneaves@uttyler.edu or getconnected@uttyler.edu
- ❖ Nathaniel Heffran Mail Services Specialist.
- Just graduated from the university with a bachelor's degree in IT with a focus in analytics.
 - Mail services averages between 50-80 packages per day not counting paper mail, on top of another 70 or so from ups. If it is following a holiday, even more.
 - Ask that everyone who orders something tries to get their name on the package because there is a problem, especially with Amazon, finding out where the package needs to be delivered.
 - Also, make sure you have the right address on your order as there have been packages addressed to the wrong campus (Health Science, Palestine, Longview).
 - Started keeping a ledger of all packages to better track when they are received and to which person/department they are being delivered.
 - Keeps separate ledger for USPS, Fed Ex, and UPS deliveries.
 - In the future, looking to get tracking software for across campus to better track a package to the department, and so a department can see where their package is.

- Working with Sodexo, the bookstore, UPS, and FedEx to fix an issue where packages supposed to go to the UC, and packages supposed to go to the physical plant are delivered to the correct dock.
 - Make sure your information (room number and department) is up to date in the campus directory, because this is referenced often to find out which department, or which office an addressee might be located. Please check your directory information is correct by signing in to <https://uttyler.servicenowservices.com/sp>
 - Working on getting a list of who to contact in each department, so if there is any issue they know who to reach out to.
 - No plan currently for hiring another person to help.
 - If you have a priority or time sensitive delivery coming, let mail services know beforehand and they will watch for it and expedite its delivery. Call the main facilities phone number 903.566.7291 or email mail@uttyler.edu.
-
- ❖ Texas Higher Education Coordinating Board (THECB) will be doing an audit of all the facilities on campus next year. If you see someone walking around with a clipboard and floor plans, they are working on the data that needs to be turned in for this audit.
 - ❖ Planning for the construction project for the breezeway between Stewart Hall and HPR is in process but needs work on funding.

Open Forum

- ❖ If you are going to be changing any space, let facilities know so they can update their data for the audit, and they will be reaching out to the admins to get a roll call of new hires.

Motion to adjourn.

Motion: Brittany Folden

Second: Steven Myers

Next meeting: Wednesday July 17 at 3:00pm



UT TylerTM

**STAFF
SENATE**

Staff Senate Open Meeting Minutes

July 17, 2024 | 3:00 p.m. | SCOB 307

	Name	Attendance
District 1	Steve Myers	Absent
	Sidney Wilson	Present
District 2	Brittany Folden	Present
	Tonya Irwin	Present
District 3	Vacant	
	Kamell Hawkins	Present
District 4	Daniel Cleckler	
	Vacant	
District 5	Nyree Brockman	Present
	Dawn Dearion	
District 6	Kim Stapp	Present
	Erica Goss	Present
District 7	Michelle Gonzalez	Excused absence
	Alan Lizarraga	Excused absence
District 8	Vacant	
	Vacant	
District 9	Tyler Armstrong	Present
	Edward Farina	Present
District 10	Nicole Gaston	Present
	Geoff Doepker	Present
District 11	Kasandra Harris	Present
	Amanda Whitt	Present
District 12	Robert Smith	Present
	Samantha Cockrell	Present
District 13	Kimberly Tutt	Absent
	Angela Hukill	Present
District 14	Tina Taylor	Present
	Michelle Salge	Present
District 15	Theresa Moore	Absent
	Kimberly Carrillo	Present
Ex-Officio		
	Bruce Bettinger	Present
	Christina Chatman	Present
	Gracy Buentello	Present
	Susan Molina	Absent
	Samantha Cockrell	Present
	Erica Goss	Present



UT Tyler™

STAFF SENATE

Open Meeting Minutes

Approval of May minutes:

Geoff Doepker

Second: Robert Smith

❖ UPDATES

- H.O.P. Committee new policies voted on. See website for details, or email staffsenate@uttyler.edu for more information.
 - Camping policy added.
 - D.E.I. policy amended.
- UT Tyler will be changing bookstore vendors.
 - Follett Higher Education Group will be replacing Barnes and Noble. More information to follow on when they will be resuming normal operations.
- July 31st, IT will be uploading pictures into Microsoft.
 - Go to <https://p2.uttyler.edu> and select “profile” to add/change your picture.
 - Go to one stop center, station one or two, if you need assistance.
 - Health Science employees can submit a picture to humanresources@uttyler.edu or schedule a time with HR to have a photo taken.
- Esports smash ultimate summer camp is happening now for high school students.
 - \$20. Discount for UT Tyler employee family participants.
- One final astra training for requesters to be held Wednesday July 24th from 3 to 5 pm that will be held through teams. There will also be a training for schedulers and approvers on the same day from 1 until 2 pm.
- Employee convocation will be on Friday August 23rd to kick off the 2024-2025 academic year. It will be held in the Cowan Center with a continental light breakfast starting at 8:00 am and the presentation beginning at 9:00 am.
- A lot of providers are no longer accepting Delta Dental insurance. We are not the only campus having this issue. This benefit is negotiated at the system level and is not something UT Tyler chooses. If you are having any dental services done in the next few months, check beforehand with your provider to ensure they are still in the network. Not all

providers will notify patients before service is rendered and it could leave you with a surprise bill. Delta Dental says they are actively renegotiating with the providers to try and get them back in the network.

- There have been a couple of questions about the employee scholarship program and the policies and procedures for applying. If you have any questions, or are having trouble enrolling, contact Cara Wreyford (cwreyford@uttyler.edu) in HR.

❖ REMINDERS

- Anyone interested in mentoring an incoming freshman can find more information here: <https://www.uttyler.edu/student-life/transition/transition/mentoring/> or email Samantha Cockrell at scockrell@uttyler.edu
- Summer commencement is Saturday, August 17th. Please volunteer if you are able. Email graduation@uttyler.edu.
- Benefits open enrollment is going on from July 15th to July 31st. If you need to select new benefits, or if you are participating in the UT flex account, you need to select your benefits by July 31st.
 - Benefits fair event already happened for the main campus, health campus event will be tomorrow (July 18) from 11:00am until 1:30pm at the Ornelas Amphitheater.

❖ STAR AWARD COMMITTEE

- May award has been selected and the surprise will be tomorrow (July 18) at 10am. Calendar invite will be going out today (July 17).
 - June winner will be selected soon, July nominations are open until July 25th.
 - Information on how to nominate someone can be found here: <https://www.uttyler.edu/staff-senate/star/>

❖ NOMINATION AND ELECTIONS COMMITTEE

- Voting for staff senate opened today (July 17) and is open until 5:00 pm on July 31st. Check your email for the link.
 - Winners will be contacted the first week of August.
 - Any questions, email staffsenate@uttyler.edu

❖ **GUEST SPEAKER – Dr. Howard Patterson, V.P. of Athletics.**

- 2023-2024 UT Tyler Athletics year-in-review.
 - Women’s softball won the DII national championship!
 - This is the second national championship for softball after the one they won while the school was still in DIII.
 - This is the 10th national championship in school history, Seven in DIII and now three in DII in just our third year in DII.
 - Eight different UT Tyler athletic programs qualified for their NCAA national tournaments.
 - Two of the eight made it to their championship round. Women’s Softball and Men’s Tennis.
 - Other teams qualifying for their tournament were Volleyball, Women’s Basketball, Indoor Track and Field, Outdoor Track and Field, Men’s Golf and Women’s Golf.
 - We had 14 All-American selections this year, the most in our DII era.
 - We had eight Lone Star Conference championships, two team and Six individual.
 - We had 41 All South Central region selections which comprises of The Rocky Mountain Conference and the Lone Star Conference and covers four states.
 - We had 71 student athletes selected for All-Lone Star Conference awards.
 - UT Tyler student athletes produced a 3.409 combined GPA for the department.
 - UT Tyler student athletes performed 1454 hours of community service in the Tyler and Smith County area.

- Jamie Dowdy, our other guest speaker, was not able to attend.

Motion to adjourn: Geoff Doepker

Second: Amanda Whitt

Next meeting will be Wednesday August 21st at 3:00pm.



UT Tyler

**STAFF
SENATE**