

Staff Council

January 2012 Meeting Minutes

Present: Liza Alonzo, Vanessa Aranda, Elliot Ballard, Nikhil Bhatt, Carol Boethel, Heather Davis, Lara Dillard, LaKeidra Gilford, Bruce Greer, Lorenzo Morales, Lila Murray, Jean Claude Kalonji, Debra Shouldice, Paul Tichenor

Absent: Karen Alfaro, Paul Donaldson, Kevin Dorsey, Cathy Garcia, Tiziano Hernandez, Juan Palos, Sherman Parker, Christine Ramsey

Guests: Mary Cook, Cynthia Santos, Tracy Simms, John Lane

Welcome

Guest Speaker - Mary Cook, Director of Risk Management

Ms. Cook walked us through the Compliance Employee Guide on the Compliance website. The website can be accessed many different ways: www.uhd.edu/ethics; www.uhd.edu/compliance;

The process for MySafe Campus was explained. www.uhd.edu/mysafecampus This is an avenue for individuals to report suspected wrong doings by UHD departments/employees. It is an anonymous reporting tool for reporting information that cannot be connected with the reporter. It is requested that if you file a report, go back and view the website occasionally to see if more information is being requested.

All employees should read through the Employee Compliance and Ethics Guide.

Several case studies were reviewed.

Treasurer Report – no expenses were recorded for January.

Approve December minutes - approved

House of Tiny Treasures – raised approximately \$340. Paulette Purdy thanked Staff Council for collection efforts in the Skyline

Update on Staff Council Shirts – SC will pay ½, member will pay ½. Branding initiative may change the color selection from black to white or navy. The council decided navy was the better choice if we could not order black.

Upcoming Events (Events Committee):

Chili Cookoff – March 24 – committee members needed. Parking will be an issue since the visitors lot has been reserved for another program. April 14 is an alternative date.

Staff Awards – June 1

Other Important Items to be worked on this coming year:

Updating Website – Cathy Garcia and Paul Tichenor have made changes and members are encouraged to look at the updated site. Cathy Garcia is chair of this committee.

Updating Bylaws – Paul Donaldson is chair, but the committee has not been able to meet. The committee does not additional members if anyone is interested, contact Paul.

Finalization of Staff Book Scholarship guidelines – Kevin Dorsey – no update.

Visibility of Staff Council – we can connect with other organizations or stand alone projects. We missed an opportunity during Welcome Week. We would like to create flyers to hand out to new employees during the orientation and passport process. Tony Joseph has organized several Staff Council Lunch-N-Learns.

Lunch-N-Learns

January 26 – UHD Branding

February 23 – Effective Presentation

March 22 - TBA

April 19 - TBA

May 17 - TBA

Other – Morale Survey created at UH to be used by other system campuses. The results of the survey will be presented to the Board of Regents.

Enrollment is down approx 2% compared to Spring last year. Head count is 156. Student Credit Hour is up 492. The 20th day is February 13. We should all be a recruiter and man an effort to help. Be a representative of the university when you are in the community.

The budget planning for next year is remaining flat.

There are some changes being made to the staff appraisal process, but they have not been finalized.

Aaron Walker was voted to be on the UHD Auxiliary Committee.