



UT Tyler STAFF SENATE

September 21, 2022 | 3:00 p.m. | WTB 133

[ZOOM Meeting Link](#)

Passcode: 84nDtsX&

	Name	Attendance
District 1	Ryan Shumaker	-
	Steve Myers	Present
District 2	David Christian	Excused Absence
	Bruce Bettinger	-
District 3	Kamell Hawkins	Present
	Christina Liston	Present
District 4	Caitlin Mitchell	Present
	Julie Anderson	Present
District 5	CJ Kovacs	Present
	Gina Jones	Present
District 6	Rebecca Stanly	-
	Kim Stapp	Present
District 7	Alan Lizarraga	Present
	Michael Millett	Present
District 8	Justine Featherston	Present
	Rachaelle McMinn	Present
District 9	Carlos Alvarez	Excused Absence
	Bailey Boughton	Present
District 10	Carol Killingley	Excused Absence
	Lauren Hendley	Present
District 11	Amanda Whitt	Present
	Brittany Folden	Present
District 12	Samantha Cockrell	Present
	Robert Smith	Present
District 13	Kasandra Harris	-
	Kimberly Tutt	-
District 14	Savanah Foster	-
	Tina Taylor	Present
District 15	Alyssa Amaral Back	Present
	Theresa Moore	Present
Ex-Officio	Ex-Officio	
	Brista Hurst Kent	Present
	Christina Chatman	Present
	Cindy Scott	-



	Corrinne Warren	Present
	Gwen Williams	Present
	Shanese Williams	-

Agenda Minutes

OLD BUSINESS

Please sign in if you are in person and type your name in the chat if you are attending via zoom.

- ❖ Review Minutes – Justine Featherston
 - Motion – Alyssa Amaral Back
 - Second – Julie Anderson
 - Approved

NEW BUSINESS

- ❖ University Updates
 - UT System Board of Regents Approvals – Christina Chatman
 - The Board of Regents met on August 24th-25th and approved the new Strategic Plan for the University, the Nursing Building renovations, and Phase I of the Renovation of the South Plant. Links to the Board of Regents documents can be found in the minutes.
 - <https://utsystem.edu/sites/default/files/offices/board-of-regents/board-meetings/agenda-book-academic-affairs/8-2022AACpp207-260.pdf> (page 37).
 - <https://utsystem.edu/sites/default/files/offices/board-of-regents/board-meetings/agenda-book-facilities-planning/8-2022FPCpp273-326.pdf> (page 13)
 - <https://utsystem.edu/sites/default/files/offices/board-of-regents/board-meetings/agenda-book-facilities-planning/8-2022FPCpp273-326.pdf> (page 15)
 - Dr. Calhoun and Dr. Philley spoke in more detail about the Board of Regents approvals, and recent funding for the Medical School at the September Faculty Senate meetings. I encourage you all to review the Faculty Senate monthly meeting minutes and recording.



➤ Communications – Justine Featherston

- We had a great turnout for the Senator Kickoff Luncheon. Our next event is Meet Your Senator on Oct. 13th, 9-10 a.m. at Harvey Deck. Senators, you have received an email to complete a Qualtrics survey to provide information about yourself. The deadline to complete it is Sept. 27th. The Communications Committee will meet very soon to discuss details of the event.

➤ UT Star Award – Tina Taylor

- August UT Star Award Recipient is Heidi Childers in the College of Pharmacy. Please submit nominations for September by Sept. 30th. The survey can be found on the Staff Senate webpage. The survey link will also be provided in the minutes.

https://uttyler.az1.qualtrics.com/jfe/form/SV_9B57gycOyliG0aq

GUEST SPEAKERS –

Dr. Amir Mirmiran, Executive Vice President for Academic Affairs and Provost

Dr. Stephanie Fenter, Chief of Staff and Vice President of Strategic Planning

Dwain Morris, Chief of Business Officer

Mark Stark, Career Success Coach

OPEN FORUM -

Dwaine Morris – “will update later but we are working in IT environment, looking for some improvements and applications to better the work environment.” Addressing budgets being released sooner than they have been. “I want to work on the organization with the process of budget planning with departments based on goals and needs per department. “

Dr. Amir Mirmiran – opportunities for school, celebrating record breaking freshman enrollment, ranked 42nd for college of engineering, growth in academic programs. Most important strategic road



maps for the next 5 years: enrollment, retention, research. Dr. Mirmiran hopes to have the 3 road maps completed for presentation by the end of month. He wants to find the resources each college needs to follow these 3 strategic road maps. Will share if we request the presentation of the 5-year plan.

- Question: Because of retention issues, it is not about setting the goals of where we want to get to but finding out why we are seeing the trend of lower enrollment.

- Amir: COVID, higher cost. Seeing a trend of students going back to junior and community college. Dr. Mirmiran wants to address the financial based or academic based issues with the college and students. Swain and Mirmiran are trying to intervene earlier to prevent a lower enrollment.

- Question: Are we keeping the retention statistics of the advisors and faculty?

- Amir: We have looked at two things, promote advisors from their title level (I, II, III), adjusting their salaries comparable to surrounding colleges, promotion track has already been implemented just working on salary adjustments now. Bringing 300:1 to 250:1 student:advisor.

- Question: Does this involve Graduate and Undergraduate advisors?

- Amir: As of right now, only undergraduate. Plan to look further into Graduate

- Question: Could you speak about the career success event and your opinion on it?



UT Tyler **STAFF
SENATE**

- Amir: I see this as a real-world problem-solving event. Two impacts from Career Success Conference: Career impacts and improves retention. We are supportive of this event and want Faculty to support this event and participate and come back to see their students in the classroom. Advancement is an outcome we can have from CSC.

- Mark Stark: thank you Dr. Mirmiran for talking with us. The CSC has asked the faculty to route their students to the CSC and see what they can get from it. Internships, connect with employees. All volunteers, 250 speakers from nationwide – no payments received to speak. The goal for this event is “connectivity.” 25 faculty volunteers, over 50 staff volunteers participating this year. Speakers will be discussing their life paths and how they learned how to solve real-world problems. Mark is asking for more volunteers to help with this event. Why should someone participate? This is about connecting you to the opportunities this event presents. This event is about bringing opportunity for students and creating retention for the college. Date for CSC Thursday Oct. 20th. COE will have the largest career fair in UT Tyler history (77 employers will attend, most ever was 48). Mark has mentioned the [career closet](#) – if you have anything to donate that a student could wear to an event/interview, please bring it to CS office UC2150 – Tuesday-Thursday.

ADJOURN *Next meeting will be Wednesday, October 19 at 3:00 pm, TBD or via ZOOM*

- Open Forum:
 - Motion – Julie Anderson
 - Second – Brittany Folden



UT Tyler **STAFF
SENATE**

October 19, 2022 | 3:00 p.m. | WTB 133

[ZOOM Meeting Link](#)

Passcode: K4%6GCF@



UT Tyler **STAFF SENATE**

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	Brista Hurst Kent	Present
	Chrisitna Chatman	Present
	Cindy Scott	Present
	Corrinne Warren	Present
	Gwen Williams	
	Shanese Williams	Present



OLD BUSINESS

- ❖ Review Minutes – Justine Featherston
 - Motion – Julie Anderson
 - Second – Steve Myers
 - Approved

NEW BUSINESS

- ❖ University Updates
 - Communication Device Allowance
 - It was brought to Staff Senate’s attention that the communication device allowance statement did not directly address Department Safety Liaisons positions. During the evaluation of communication device allowances, it was determined that DSL positions were not effective. It was agreed that these positions would be eliminated perse and going forward on a voluntary basis. Therefore, these individuals would not receive a phone or a stipend.
 - Employee Scholarship – Christina Chatman
 - The employee scholarship now includes HSC campus academic staff and faculty. The deadline to apply can be found on the Human Resources Employee Scholarship Program page. <https://www.uttyler.edu/human-resources/employees/employee-scholarship-program.php>
 - Employee Appreciation Holiday Event – Christina Chatman
 - It was announced in University Council that there will be a December holiday event for Staff and Faculty this year. Stephanie Fenter, Chief of Staff, VP of Strategic Planning is lead of this event with the input of various departments and organizations across campus, including Staff Senate. We are excited to bring this tradition back to campus. More information will be sent soon.
- ❖ Staff Senate Committee Updates
 - Communications – Justine Featherston



- Meet your Senator event had a great turnout around at the legacy and HSC campuses. Thank you to everyone that participated this year.
- University Learn @ Lunch – Gina Jones
 - The tentative calendar has been set for the monthly University Learn @ Lunch events. Event dates will be posted on the Staff Senate webpage <https://www.uttyler.edu/staff-senate/events/>
- UT Star Award – Tina Taylor
 - Samantha Cockrell, Assistant Director of Student Engagement
- Policy and Procedures
- Nominations & Elections
- Salary Workgroup
- Ad Hoc Parking Committee
 - We (Tina Taylor, Julie Anderson and Amanda Whitt) met on 10/18 and discussed topics that we would like to have addressed. We are collecting more data and asking for updated stats. We will be meeting with Dwain Morris on 10/27/22 in an effort to combine forces with Faculty Senate.
- Benefits
- Staff Development
- University Appreciation

GUEST SPEAKERS –

- Landry Smith, Student Government Association President
 - Sept. 23rd and 24th meeting in Austin focused on affordability for students and transparency with billing to students, inventorying students' minimum wages across institutions, making recommendations on supporting student facing services – students want to be able to have the same person to come to (advisors) without a constant turnover. Midnight breakfast next week, needing volunteers and/or just attend to



support the students. Looking at the possibility of offering certification for students i.e., Microsoft Word.

- Dr. Harrison Ndetan, Faculty Senate President
 - Faculty governance/shared governance: looking at covid projections and how that effecting us at UT Tyler, where we can adjust; mental health issues after covid, student graduate assistantship opportunities.
- Shanese Williams, UT System Employee Advisory Council Representative
 - What the EAC is and what it does for our institution, was established in 2000. This was established to give employees a voice to the Board of Regents. Challenges: “system issue or institutional issue?”, strategic planning (system wide) - retention. Seeing someone who leaves one institution as an institutional retention or as a system retention? “How does someone become a UTT system rep” express interest to Shanese, President Calhoun will reach out.
- Coby Dillard, Directory of Military and Veterans Affairs
 - Slide show will show details, game was played during the speaker's time
- Jeff Noblitt, Vice President for Marketing
 - Embarking on a project to relaunch to consolidate our websites, working on releasing a brand-new website for the entire UT Tyler institution that includes main campus, HSC, and SOM – slide show will show details... -please refer to Zoom recording for the slideshow-
- Cindy Scott, Senior Vice President of Human Resources
 - Restructuring the floating holiday. decision was made by Dr. Calhoun; they did not think to bring it to Staff Senate for input on schedule change. The reason was to start reflecting HSC to Main Campus, HSC does not close for holiday, so Main Campus will not be closed. Exempt employees – if you work, input your exact hours that you work and that will offset the floating holiday. No mandatory offices to be open. Unknown if this will be a permanent change. Unknown if buildings will be open and if there will be



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security. This change was to implement the option to work or not work, not to mandate to be open. Questions asked to Cindy were written down by Cindy to be followed-up on – which will be taken care of at the scheduled meeting with Dwain Morris.

OPEN FORUM -

ADJOURN *Next meeting will be Wednesday, November 16 at 3:00 pm, WTB 137 or via ZOOM*

- Motion – Robert Smith
- Second – Julie Anderson

Additional October 2022 Documents and Presentations:

- . EAC Newsletter**
- . EAC Presentation**
- . Military & Veteran Success Center Overview**

ONE SYSTEM

ONE VOICE



THE UNIVERSITY of TEXAS SYSTEM
THIRTEEN INSTITUTIONS. UNLIMITED POSSIBILITIES.



SEPTEMBER 2022

The Employee Advisory Council (EAC) met for the first time this during the FY23 on September 8-9, 2022 in Austin. The meeting was hosted by the University of Texas System.

The mission of the EAC is to provide a forum for communicating ideas and information between employees, the Board of Regents, and the Executive Officers of UT System.

The EAC FY 23 Initiatives will focus on the **RETENTION** of the employees, with a focus in three areas:

- *Resource awareness and culture*
- *Wellness*
- *Benefits*

LEARN MORE ABOUT US

[www.utsystem.edu/sites/
employee-advisory-council](http://www.utsystem.edu/sites/employee-advisory-council)

MEETING SUMMARY

Representation Orientation and Historical Review

- UT System consists of 13 institutions and over 93,000 employees
- The UT Board of Regents has nine members and meets quarterly in Austin
- James Milliken is the current University of Texas Chancellor
- EAC was established in 2000 and was designed to serve as a communication tool across the entire system

UT System Update

- A new system-wide wellness program has been implemented (UT Living Well) which is designed to serve as a one-stop shop for all wellness resources that are administered system-wide
- Smartbook 2022 serves as a data resource
- Other updates: UT System as a whole ranked #3 in the world for the number of patents granted; awarded a \$10 million NSF grant to grow faculty diversity; and there is a growing interest in public health training at health institutions with three additional schools of public health added across the state

Faculty Advisory Council Updates and Collaborations

- FAC initiatives include a streamlined COVID policies regarding tenure and a new parental leave policy that allows sick leave to be used for parental leave
- New initiatives include recruiting a diverse faculty pool, a better system to handle transfer students, AQ-faculty training system, and faculty mental health
- Possible future EAC/FAC collaborations include showcasing and transparent benefit packages and developing a joint committee on faculty and staff mental health and wellness

2023 EXECUTIVE BOARD



Tilly Clark, Chair
UT Medical Branch
taclark@utmb.edu



Frank Merlino, Vice Chair
UT Southwestern
frank.merlino@utsouthwest
ern.edu



**Laura Rademacher,
Secretary**
UTHealth Houston
laura.d.rademacher@uth.t
m.c.edu



**Shanes Williams,
Historian**
UT Tyler
shanesewilliams@uttyler.edu

FIRST TIME
ORIENTATION

U.T. System Employee Advisory Council
(EAC)



THE UNIVERSITY *of* TEXAS SYSTEM
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Your Representatives



SHANESE WILLIAMS
ASSISTANT DIRECTOR OF RESIDENCE
LIFE

Representative



CORRINNE WARREN
IRB COORDINATOR UT TYLER/HEALTH

Representative



GWEN WILLIAMS
DIRECTOR OF DATA ANALYTICS AND
INTEGRITY

Alt. Representative

What is the EAC?

- First Established in 2000 with Regents Rules and Regulations (Rule 30401)
- A staff Employee Advisory Council represents institutions in the U.T. System to facilitate the flow of ideas and information between and among the Board of Regents, the System Administration, and the institutions of the system.
- Executive Vice Chancellor of Business Affairs is the designee as the system liaison to the council
- Advised by Julie Goonewardene (Senior Advisor to the Chancellor)
- 28 Representative across all institutions and administration

8 Academic * 5 Health * 1 Administrative

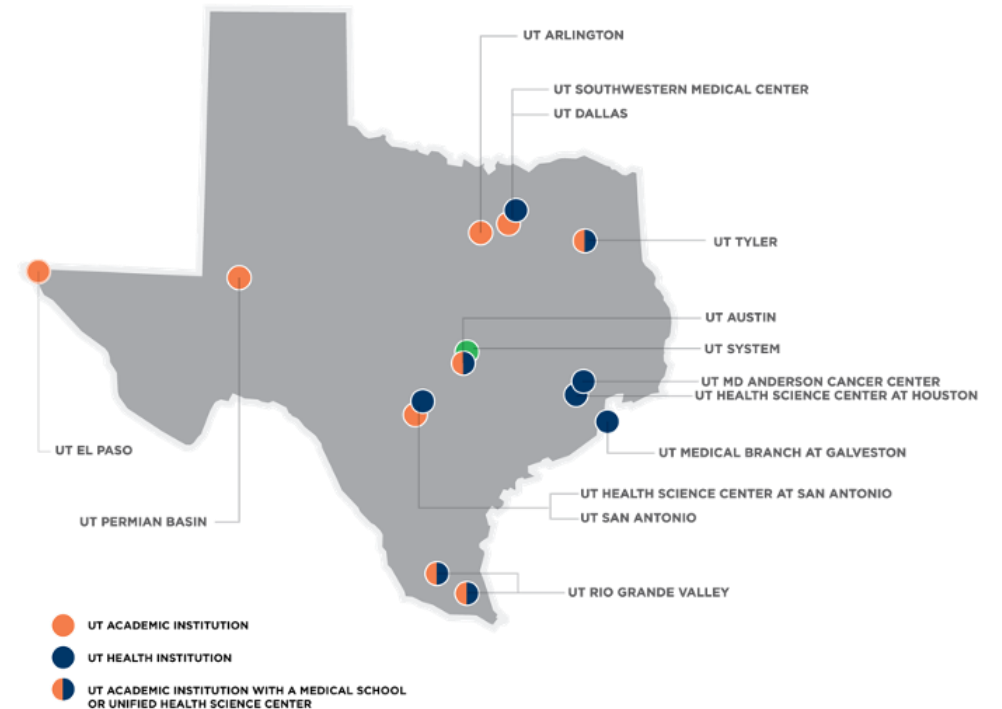
93,000 + employees (Fall 2021)

Academic Institutions (8)

- UT Arlington
- UT Austin
- UT Dallas
- UT El Paso
- UT Permian Basin
- UT Rio Grande Valley
- UT San Antonio
- UT Tyler

Health Institutions (5)

- UTMB Health
- UT Health- Houston
- MD Anderson
- UT Southwestern – Dallas
- UT Health Science Center – San Antonio





PRIMARY GOALS

WHAT WE DO



What we do on the EAC?

- Strategically assess, plan, and execute recommendations to the Board of Regents that will benefit UT System employees
- Represent our home institutions and its employees
- Commit to attend all in-person and virtual meetings
- Engage in meeting discussions and share information about what is taking place at our respective institutions
- Serve and engage on committee meetings



What happens at EAC Meetings?

- Identify topics and form committees (Fall)
 - Committees are chosen based on issues that are system-wide
- Develop and package recommendations (Fall/Winter)
- Present to Board of Regents (February 2023)
- Continue committee efforts and recommendations (Spring/Summer)

Website

- EAC Guidelines
- Meeting Dates and Locations
- Council members, contact information term expiration
- List of committees & members
- History



The screenshot shows the website for the Employee Advisory Council (EAC) of The University of Texas System. The header is dark blue with white text for navigation: "COVID-19 UPDATES", "GET INVOLVED", "NEWS", "INSTITUTIONS", "REGENTS", "ADMINISTRATION", and "OFFICES". The main content area features a banner with a blue background and white text that reads "EMPLOYEE ADVISORY COUNCIL" and "The University of Texas System". Below the banner, the heading "Employee Advisory Council" is displayed. A sidebar on the left contains a list of links: "Employee Advisory Council", "Meetings and Minutes", "Committees", and "Resources & Historical Information". The main text area begins with a "Welcome!" section, followed by a paragraph describing the EAC's role as a selected representative advisory group that works with the Board of Regents to present information and make recommendations regarding issues of importance to the employees of UT System. A second paragraph states the mission of the EAC is to provide a forum for communicating ideas and information between employees, the Board of Regents, and the Executive Officers of UT System. Subcommittees consider issues that staff propose to the EAC.

Questions

SHANESEWILLIAMS@UTTYLER.EDU

CORRINNE.WARREN@UTHCT.EDU

GWILLIAMS@UTTYLER.EDU



UTTyler[™]
THE UNIVERSITY OF TEXAS AT TYLER

Military & Veterans Success Center

Faculty Senate/Staff Senate Overview

October 2022

MVSC Mission and Vision

The Military and Veterans Success Center (MVSC) provides community, support, and advocacy for military-affiliated individuals during their journey through the institution.

Through this mission, the MVSC will guide The University of Texas at Tyler to become both a military inclusive university, as well as the leader for military affiliated education in East Texas.



What Does *Military Affiliated* Mean?

- Service Member: an individual who is part of one of the six armed services or the two non-military services (USPHS or NOAA Commissioned Corps)
- Veteran: an individual who has been discharged or released from the military under other than **dishonorable** conditions
 - Retiree: an individual who has retired (20+ years) or been retired (medical, etc.) from the military. *Not all veterans are retirees, but all retirees are veterans!*
- Dependent: an immediate family member of a service member, veteran, or retiree

The MVSC supports approximately 500-600 military affiliated students and provides community for approximately 150 identified military affiliated faculty and staff across all campuses.

What Does the MVSC Do?

- Student Support
 - Academic/Personal Support
 - Student employment
 - Professional/Career Development
 - Lounge/Study Area
 - Student Veterans of America at UT Tyler
 - SALUTE Veterans National Honor Society
- Academic/Administrative
 - Manages VA, DoD, and state benefits programs
 - Evaluation of military transcripts/experiences for academic credit
 - Submission of university academic/course catalog for **annual** VA approval
 - Participation in national rankings surveys (Military Friendly, Best for Vets)
- Collaboration
 - Assists with research on topics of relevance to military affiliated individuals
 - Participates in events with local VSOs
 - Represents UT Tyler's military community in local, regional, and state organizations and events
 - Holds leadership roles with national organizations focused on military students

The MVSC is your FIRST STOP for ALL issues involving military affiliated students!


Events and Recognitions

THE MILITARY AND VETERANS SUCCESS CENTER
UT TYLER STUDENT VETERANS OF AMERICA
STUDENT COUNSELING CENTER
CAMPV
VFW CARL WEBB POST 1799

PRESENT

STRONG TO SAVE





a suicide prevention discussion with



Dr. Kitara Byerly
US Navy Reservist and UT Tyler Alumni

SEPTEMBER 7, 2022 12:00-1:00 PM



UNIVERSITY CENTER THEATER AND VIRTUAL



MILITARY & FIRST RESPONDER APPRECIATION DAY


SATURDAY, SEPTEMBER 10, 2022
12:30 PM, CITIZENS 1ST BANK-PERKINS SOCCER COMPLEX
UT TYLER WOMEN'S SOCCER VS. HARDING

SPONSORED BY THE MILITARY AND VETERANS SUCCESS CENTER,
UT TYLER ATHLETICS, AND VFW CARL WEBB POST 1799



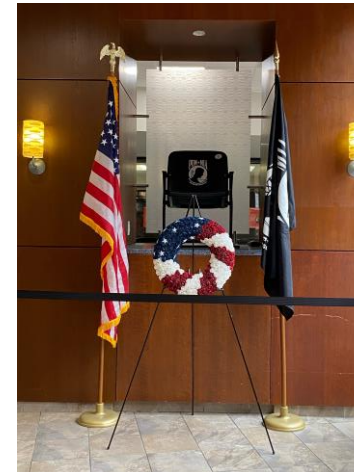

THE MILITARY AND VETERANS SUCCESS CENTER
SVA AT UT TYLER
& VFW CARL WEBB POST 1799

INVITE YOU TO A



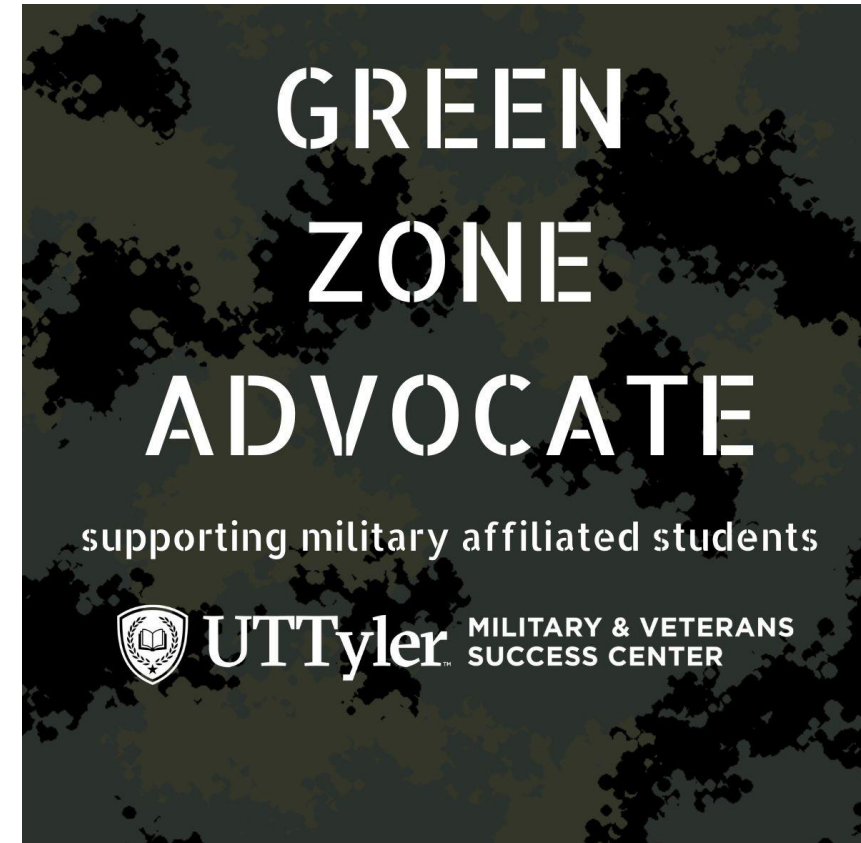
HONOR OUR NATION'S PRISONERS OF WAR & MISSING SERVICE MEMBERS WITH A WREATH PRESENTATION AT THE POW/MIA CHAIR OF HONOR

SEPTEMBER 14, 2022 1030 AM UT TYLER UNIVERSITY CENTER



UT Tyler GREEN ZONE Training

Formerly known as Patriot MASS (Military Affiliated Student Support), this training is designed to provide you with a basic understanding of the experiences, challenges, and strengths of military affiliated students. Participants will gain an understanding of how military culture and experiences shape the lives of our student population, and how these students transition from the military to the campus community.



Vet Week: November 8-16, 2022



- 11/8 – Veteran Mental Health Panel
- 11/8 - EDEN Film Series
Screening/Discussion: *Served Like A Girl*
- 11/9 – Veterans Day Ceremony, Health Science Center
- 11/10 – Veterans Luncheon/USMC Birthday, Patriot Plaza
- 11/11 – Student Veteran Book Reading, University Academy
- 11/15 – Women Veterans Dinner, UC Ballroom
- 11/16 – Women Veterans Appreciation Night, Women’s Basketball



UT TylerTM

THE UNIVERSITY OF TEXAS AT TYLER



UT Tyler STAFF SENATE

November 16, 2022 | 3:00 p.m. | WTB 137

[ZOOM Meeting Link](#)

Passcode: QP?ZI32S

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	Corrinne Warren	Excused Absence
	Gwen Williams	-
	Shanese Williams	present

Agenda Minutes

OLD BUSINESS

- ❖ Review Minutes – Justine Featherston
 - Motion – Rachaelle McMinn
 - Second – Robert Smith
 - Approved

NEW BUSINESS

- ❖ University Updates
 - The UT System Board of Regents are meeting November 16-17. UT Tyler plans to submit the building plan for the School of Medicine building that will be located in mid-town. Once approved, the plan for the SOM will be revealed to the University.
 - We are excited about the upcoming holiday event on December 16th. We hope to see you there. Please ensure that you complete the RSVP by Dec. 7th. This event will also provide an opportunity to donate to the food pantry and/or career closet. Staff Senate is part of the holiday event committee. If you would like to help with this event, please email staffsenate@uttyler.edu.
- ❖ Staff Senate Committee Updates
 - Leadership
 - Communications
 - University Learn @ Lunch – Rachaelle McMinn
 - There will not be a December learn at lunch, it will resume in January.
 - UT Star Award – Tina Taylor



- October UT Star Award Recipient is Rachel Dingler. Please submit nominations for November. The survey can be found on the Staff Senate webpage. The survey link will also be provided in the minutes.

https://uttyler.az1.qualtrics.com/jfe/form/SV_9B57gycOyliG0aq

- Policy and Procedures
- Nominations & Elections
- Salary Workgroup
- Ad Hoc Parking Committee
- Benefits
- Staff Development - Brista

- The event will be held Dec. 15th in the UC Ballroom. Once a guest speaker has been confirmed, the Save the Date will be sent.

- University Appreciation

GUEST SPEAKERS –

Dr. Greg Bock and Dr. Tammy Cowart, Center for Ethics

- Dr. Tammy Cowart: 11th year hosting the center of ethics bowl. Looking for volunteers from university to be judges for their panels (about 1 hour long each panel, 3 judges per panel). Students from area high schools are competing, the winner will have the opportunity to advance to the national bowl. UT Tyler is one of two that is held in Texas. If we want to expand outside of this area, we need more volunteers – if interested in being a judge please reach out to Dr. Tammy Cowart at tcowart@uttyler.edu.

Andrew Krouse, Director of Facilities Management

- We are implementing a new space planning system for the University. Implementation will take place early next year. Discussions with various departments regarding changes will be happening soon. There are currently no discussions taking place for areas such as residence life; limited to offices and classrooms for utilization especially with all the campus construction projects coming soon.



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SENATE**

ADJOURN *Next meeting will be Wednesday, December 14 at 3:00 pm, WTB 137 or via ZOOM*

- Open Forum:
 - Motion – Samantha Cockrell
 - Second – Michael Millett



UT Tyler STAFF SENATE

December 14, 2022 | 3:00 p.m. | WTB 137

[ZOOM Meeting Link](#)

Passcode: KF1wD^P4

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	Christina Chatman	Present
	Cindy Scott	-



	Corrinne Warren	-
	Gwen Williams	-
	Shanese Williams	-

Agenda Minutes

OLD BUSINESS

- ❖ There is no old business this month. November's meeting minutes will be reviewed and approved at January's meeting. With that being said, can I please get a motion to start the meeting?
 - Motion – Steve Myers
 - Second – Bruce Bettinger

NEW BUSINESS

- ❖ University Updates
 - The UT System Board of Regents approved the plans for the School of Medicine in midtown.
 - SACSCOC has granted UT Tyler reaffirmation of accreditation through 2030.
 - An email was sent yesterday to address the new stipulations regarding TikTok social media platform for state government agencies. This is very new information for administration and all the details have not been worked out, but please know that this is a state regulation and will be implemented. As more information is provided from the state to UT System, we will be sure to share.
- ❖ Staff Senate Committee Updates
 - Leadership
 - Communications
 - University Learn @ Lunch – Gina Jones
 -



- UT Star Award – Tina Taylor
 - November UT Star Award Recipient is Casey Smith. Please submit nominations for December. The survey can be found on the Staff Senate webpage. The survey link will also be provided in the minutes.
https://uttyler.az1.qualtrics.com/jfe/form/SV_9B57gycOyliG0aq
- Policy and Procedures
- Nominations & Elections
 - There are currently vacant senator positions in districts 2, 5, 10. Qualtrics surveys have been sent to all. If you are in these districts, please be sure to nominate so we can get these positions filled to start in January.
- Salary Workgroup
- Ad Hoc Parking Committee
- Benefits
- Staff Development - Brista
 - Our first staff development workshop since COVID will be held tomorrow in the UC Ballroom. We will have Amanda Lynn, previous USAC Chair, speaking about True Colors. If you have not RSVP'd to receive lunch, please feel free to still attend the morning or afternoon session. Amanda will be presenting True Colors.
- University Appreciation

GUEST SPEAKERS –

Scott Dillingham, Director of Office of Digital Learning - Across the hall from print shop. Works with CANVAS. If you need to contact anyone regarding CANVAS email canvas@uttyler.edu. Zoom was originally recommended for Faculty (works well with Canvas) and Teams for Administration. Zoom webinar licensing is being introduced and can be requested through Office of Digital Learning. 500 licenses for students in liberal arts to get certifications with “Grow with Google”, reach out to Scott Dillingham for more information. This is targeting undergraduate but can help graduate students.



UT Tyler **STAFF
SENATE**

ADJOURN *Next meeting will be Wednesday, January 18 at 3:00 pm, WTB 137 or via ZOOM*

➤ Open Forum:

- Motion – Robert Smith
- Second – Caitlin Mitchell



UT Tyler STAFF SENATE

January 18, 2023 | 3:00 p.m. | WTB 137

[ZOOM Meeting Link](#)

Passcode: ydD6a!87

	Name	Attendance
District 1	Ryan Shumaker	-
	Steve Myers	Present
District 2	Vacant	-
	Bruce Bettinger	Present
District 3	Kamell Hawkins	Present
	Christina Liston	Present
District 4	Caitlin Mitchell	Present
	Julie Anderson	Present
District 5	Vacant	-
	Gina Jones	Present
District 6	Rebecca Stanly	-
	Kim Stapp	Present
District 7	Alan Lizarraga	Present
	Michael Millett	Present
District 8	Justine Featherston	Present
	Rachaelle McMinn	Present
District 9	Carlos Alvarez	Excused Absence
	Tyler Armstrong	Present
District 10	Carol Killingley	Present
	Nicole Gaston	Present
District 11	Amanda Whitt	-
	Brittany Folden	Present
District 12	Samantha Cockrell	Present
	Robert Smith	Excused Absence
District 13	Kasandra Harris	Present
	Kimberly Tutt	Present
District 14	Savanah Foster	Excused Absence
	Tina Taylor	Present
District 15	Alyssa Amaral Back	Excused Absence
	Theresa Moore	Present
Ex-Officio	Ex-Officio	
	Brista Hurst Kent	Present
	Christina Chatman	Present
	Cindy Scott	-



	Corrinne Warren	Present
	Gwen Williams	-
	Shanese Williams	Present

Agenda Minutes

OLD BUSINESS

- ❖ Review and approve November and December minutes – Justine Featherston
 - Motion – Steve Myers
 - Second – Brittany Folden

NEW BUSINESS

- ❖ University Updates
 - There are no University updates currently. Recommendation that all employees be sure to read the Campus Now, UT Tyler Now, and attend or read the minutes from Faculty Senate.
- ❖ Staff Senate Committee Updates
 - Leadership
 - Communications
 - University Learn @ Lunch
 - UT Star Award – Tina Taylor
 - December UT Star Award Recipient is Krystian Worsham. Please submit nominations for January. The survey can be found on the Staff Senate webpage. The survey link will also be provided in the minutes.
https://uttyler.az1.qualtrics.com/jfe/form/SV_9B57gycOyliG0aq
 - Policy and Procedures
 - Nominations & Elections



- There are currently vacant senator positions in districts 2 & 5. If you or someone would like to serve on Staff Senate as an at-large senator to fill these districts spots, please reach out to staffsenate@uttyler.edu. An at-large senator is a senator that represents a district that is not their own district.
- Salary Workgroup
- Ad Hoc Parking Committee
- Benefits
- Staff Development - Brista
- University Appreciation

GUEST SPEAKERS –

- Rama Dhuwaraha, Interim Chief Information Officer - “emails are beginning the merger this month. No major changes for legacy campus employees other than rejoining multifactor authentication (Duo). More director communication will go to groups with exact steps of migration. North campus employees default email will become @uttyler.edu, but existing email will continue to work; however, reply to emails will default to @uttyler.edu. Everyone not a student will need to use duo, students will use Microsoft multifactor authentication.”
- Question - “Is there a time frame that HSC emails will stop forwarding to @uttyler.edu inbox?”
 - Answer from Rama: “It will forward indefinitely at this point until a decision is made not use this domain. This domain is built into other things such as clinical applications, this domain will continue to work in a dormant form.”
- Question - “What if there are two people with the same exact name?”



- Answer from Rama: “HSC currently uses first.lastname@uthct.edu. The university uses firstinitial.lastname@uttyler.edu. HR made the decision many years ago for the respective organizations. In order to keep things simple during the transition, we will keep the first.lastname format during this move. So, HSC employees will be given first.lastname@uttyler.edu. Existing university email addresses will remain the same to avoid duplicate emails. If there are duplicates in the future, we will add initials and then either truncate or add numbers.”
- Dr. Danielle Bailey, Director of CETL – Professional development calendar available now to each department. Calendar has filter and tag options to help find specific professional development activities/workshops. If interested in this for your department, contact Danielle. PowerPoint presentation located on the Staff Senate [website](#).
- Joshua Neaves, Assistant VP of Student Success – Update on staff changes within Student Success department. PowerPoint presentation on the Staff Senate [website](#) provides expertise for Student Success team members. The University maintained an average of student engagement through the Patriots Engage check-ins. Patriots Engagement platform has and will continue to provide data for the strategic plan to help with student retention efforts. HSC staff and faculty can log into Patriots Engage once the email migration is complete. The check-in feature is back online to check-in with your Patriots card or mobile phone credentials, so event no longer must use QR codes. Communication regarding event card swipe option will be sent to departments that have a Patriots Engage account.

OPEN FORUM -

Tomorrow’s Faculty Senate meeting will host the Assistant Special Agent in Charge of FBI Dallas. Mr. Donald will be discussing the malign foreign influence on academic campuses and how to protect university employees. This presentation/discussion extends beyond just faculty, and all are encouraged to attend via Zoom or in person.



UT Tyler **STAFF
SENATE**

The Cowan Center is starting the spring semester with The Doo Wop Project and a lecture featuring Doris Kearns Goodwin. Faculty and staff can request a discount of up to two tickets for The Doo Wop Project and receive two free tickets to Doris Kearns Goodwin's lecture.

Heartfulness Meditation sessions are offered Wednesday nights from 5 to 6 pm at the Muntz Library in Room LIB 202. If you are interested, more information [here](#).

ADJOURN *Next meeting will be Wednesday, February 15 at 3:00 pm, WTB 137 or via ZOOM*

- Motion – Nicole Gaston
- Second – Steve Myers

Additional January 2023 Documents and Presentations:

- . CETL Relaunch Presentation**
- . Student Engagement Presentation**

What's New with the CETL?

Dr. Danielle Bailey

Director for the Center for Excellence in Teaching and Learning (CETL)

Associate Professor of Criminal Justice

Spring 2023 Relaunch

1. Professional Development Calendar
2. Learning Cohorts
3. Online Course Review Guide
4. Spring Writing Retreat

PD Calendar

<https://www.uttyler.edu/calendar/>
<https://www.uttyler.edu/cetl/>

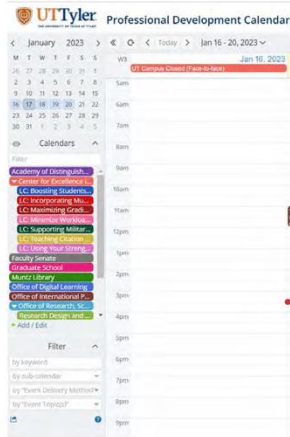
The screenshot shows the UT Tyler Professional Development Calendar. The main calendar view is for January 2023, with the current date set to January 16, 2023. The calendar is displayed in a weekly view. On the left side, there is a sidebar with a list of calendars, including: Academy of Distinguished, Center for Instructional, LC Boosting Students, LC Incorporating Ma..., LC Learning Gradua..., LC Learning Gradu..., LC Supporting Millen..., LC Teaching Center..., LC Doing Your Strin..., Graduate School, Center Library, Office of Digital Learn..., Office of Internation..., Office of Internation..., and Research Develo... Below the list is a 'Filter' section with options: by keyword, by sub-calendar, by "Event Delivery Method", and by "Event Topic(s)". The main calendar area shows several events, including "UT Campus Council Meeting" on Jan 16, "New to Technology Tools for Learning (Faculty Master and Instructive Content)", "Online C Adjunct Faculty Meeting (Zoom)", "Online C Concur (Evaluate Instruct)", "Online C Faculty Senate Meeting (Hybrid)", "Online Meetings (Hybrid)", and "Online Study of Instruction in Qualitative Research (Zoom)".



PD Calendar

This screenshot shows the same UT Tyler Professional Development Calendar interface as the previous one, but with the filter menu open. The filter menu is titled "Filter" and has an upward arrow. It contains the following options: "by keyword", "by sub-calendar", "by 'Event Delivery Method'", and "by 'Event Topic(s)'". Under "by 'Event Topic(s)'", there is a list of topics: "Diversity, Inclusion & ...", "Teaching Excellence", "Grants & External Fun...", "Assessment", "Student Engagement", "Course Development", "Data Analysis", and "Tenure & Promotion". The "by 'Event Topic(s)'" option is highlighted with a blue border. The background calendar view is partially visible, showing the same weekly view for January 2023.

PD Calendar



Using calendar link, you can...

- Register for events
- Share event details into your Outlook calendar

Create your own account and you can...

- Schedule automatic event reminders
- Get notifications for new/changed events
- Subscribe to specific calendars
- Download TeamUp app and use mobile widgets

<https://blog.teamup.com/getting-started-guide-for-all-users/>



Learning Cohorts (LCs)

- Meet 2x semester
- Designed to explore specific professional development topics
- Discussion and implementation focused

Facilitator	Learning Cohort
Leah Velarde	Assessing and Using Your Strengths to Thrive at Work
Cheryl Parker	Maximizing grading efficiency for time-saving purposes
Coby Dillard	Supporting military affiliated students in the classroom
Sarah Norrell	Teaching citation styles and formatting in the classroom
Sarah Norrell	Boosting students' information literacy inside and outside of the classroom
Chuck Kennedy	Incorporating music into the classroom
Amanda Cartwright	Developing courses that minimize workload while maintaining academic rigor



Online Course Review Guide



The screenshot shows the 'Online Course Review Guide' form from UT Tyler. It includes fields for Course, Term, Instructor, and Reviewer. Below these are sections for 'Instructor Introduction', 'Course Introduction', 'Course Layout / Organization', 'Syllabus', 'Learning Outcomes', and 'Course Implications / Suggestions'. Each section has a 'Developing', 'Approaching', or 'Satisfying' rating button.

- Guide produced by Office of Digital Learning (ODL) & CETL
- Focused on evidence-based online course practices
- Upcoming workshop



SPRING WRITING RETREAT

SPONSORED BY:

- ORSSP RESEARCH DESIGN AND DATA ANALYSIS LAB
- THE CENTER FOR EXCELLENCE IN TEACHING AND LEARNING

March 10-11, 2023

- Two-day writing retreat that features:
 - Guided lectures describing effective writing strategies
 - Writing-focused resources
 - One-on-one feedback and consultations
 - Lots of quiet, uninterrupted writing time
- Dinner on Friday and breakfast on Saturday will be provided to all participants
- Retreat is open to all UT Tyler faculty and staff

Registration deadline: January 30th, 2023



Scan to Register!



Thank you!

Have questions or want to get involved?

dbailey@uttyler.edu

cetl@uttyler.edu





STUDENT ENGAGEMENT

- Campus Activities
- Center for Unity
- Family & Parent Programs
- Greek Affairs
- Leadership & Service
- Mentoring, Transition, Persistence Program
- New Student Programs
- Student Government Association
- Student Organizations
- Student Success at HSC

Mentoring, Transition, Persistence Programs

- Campus Wide Mentoring
- Sophomore Year Experience & Beyond
- Persistence Programs

New Student Programs

- First-Year Experience Programs
- Orientations
- Swoop Camp

Family & Parent Programs

- Family Weekend
- Family Day
- Family Newsletter
- Regular Programing
- Family Association

Staff

Samantha Cockrell
Assistant Director of Student Engagement
scockrell@uttyler.edu

Search in Progress
New Student Programs Coordinator
scockrell@uttyler.edu

Katrina Henley
Parent Coordinator
khenley@uttyler.edu



Student Organizations
Leadership & Service
Patriot Pantry
Service Programs
Leadership Programs

Campus Activities
Festival Weeks
Regular Programing
Patriot Productions

Staff
Camry Tharp
Assistant Director of Student Engagement
ctharp@uttyler.edu

Cameron Long Richmond
Campus Activities Coordinator
clong@uttyler.edu



College Panhellenic Council (CPC)
Alpha Chi Omega
Delta Gamma
Zeta Tau Alpha

National Pan-Hellenic Council (NPHC)
Delta Sigma Theta Sorority, Inc.

Multicultural Greek Council (MGC)
Delta Alpha Sigma

Men's Council (MC)
Alpha Tau Omega
FarmHouse
Kappa Sigma

Staff
Robert Smith
Greek Affairs Coordinator
robertsmith@uttyler.edu



Center for Unity
Multicultural & Diversity Programs
Intercultural Workshops
Campus Wide Programs & Assessment

- Tarecka Payne
- Director of Student Belonging
- tareckapayne@uttyler.edu



Student Success at HSC
Division of Student Success One Stop
HSC Student Programs
HSC Orientation

Staff
Jeannie Hurst
Student Success Coordinator at HSC
jeannie.hurst@uthct.edu



Department/Division Oversight
Student Government Association
Patriots Engage
Student Engagement Assessment
Free Speech
Policy Guru
Special Projects

Staff
Josh Neaves
AVP Student Success &
Director of Student Engagement jneaves@uttyler.edu

Lauri Dillman
Administrative Assistant ldillman@uttyler.edu



Fall 2022 Semester Review

Fall 2021
564 Events Hosted
10,076 Check-ins
2,956 Individuals

79 Student Organizations

Fall 2022
549 Events Hosted
10,966 Check-ins
3026 Individuals

Demographics as of SP23
531 Freshman
512 Sophomores
615 Juniors
839 Seniors
265 Graduate
264 Faculty/Staff/
Guests

65 Student Organizations

*Patriots Engage Data is based on 8/1 – 12/31 date range.



Fall 2022 Semester Review

Fall 2021

Online Page Visits
22,660 Users
45,575 Sessions
39,432 Student Organizations Visits
58,023 Events Visits

Fall 2022

Online Page Visits
21,517 Users
46,847 Sessions
33,559 Student Organizations Visits
59,361 Events Visits

Small International Visitors

50 Countries
Indonesia
India
Hong Kong

Small International Visitors

51 Countries
Canada
Germany
France

*Patriots Engage Data is based on 8/1/22 – 12/31/22 date range.

The screenshot shows a web browser window displaying the 'uttyler.campuslabs.com/engage/' website. The browser's address bar and tabs are visible at the top. The website header includes the 'UT TYLER PATRIOTS ENGAGE' logo on the left, a search bar in the center, and a 'SIGN IN' button on the right. The main content area features a large, vibrant group photograph of a diverse group of students posing outdoors on a paved area. Overlaid on the bottom half of this photo is a dark grey banner with the text 'Discover unique opportunities at The University of Texas at Tyler' and a search bar containing the text 'Search Events, Organizations, and News Articles'.

Benefits of **UT*TYLER**

PATRIOTS ENGAGE

- Promotion of Events
- Check-In Features
- History of Student Involvement
- Tracking of Service Hours
- Paths
- Co-Curricular Transcripts
- Student Engagement Assessment
- Integration of Astra Coming Soon



Got Questions?
getconnected@uttyler.edu
jneaves@uttyler.edu



UT Tyler STAFF SENATE

February 15, 2023 | 3:00 p.m. | WTB 137

[ZOOM Meeting Link](#)

Passcode: j&\$Ac9uB

	Name	Attendance
District 1	Ryan Shumaker	
	Steve Myers	Excused Absence
District 2	Vacant	
	Bruce Bettinger	Present
District 3	Kamell Hawkins	Excused Absence
	Christina Liston	
District 4	Caitlin Mitchell	Present
	Julie Anderson	
District 5	Vacant	
	Gina Jones	Present
District 6	Rebecca Stanly	
	Kim Stapp	Present
District 7	Alan Lizarraga	Present
	Michael Millett	Present
District 8	Justine Featherston	Present
	Rachaelle McMinn	Present
District 9	Carlos Alvarez	Excused Absence
	Tyler Armstrong	Present
District 10	Carol Killingley	
	Nicole Gaston	Present
District 11	Amanda Whitt	Present
	Brittany Folden	Present
District 12	Samantha Cockrell	Present
	Robert Smith	Present
District 13	Kasandra Harris	
	Kimberly Tutt	Present
District 14	Savanah Foster	
	Tina Taylor	Present
District 15	Alyssa Amaral Back	Present
	Theresa Moore	Present
Ex-Officio	Ex-Officio	
	Brista Hurst Kent	Excused Absence
	Christina Chatman	Present



	Cindy Scott	
	Corrinne Warren	
	Gwen Williams	
	Shanese Williams	

Agenda Minutes

OLD BUSINESS

- ❖ Review and approve January minutes – Justine Featherston
 - Motion – Brittany Folden
 - Second – Robert Smith
- ❖ Open Forum Question – Justine Featherston
 - Email Merger question - “What if there are two people with the same exact name?”
 - Answer from Rama: “HSC currently uses first.lastname@uthct.edu. The university uses firstinitial.lastname@uttyler.edu. HR made the decision many years ago for the respective organizations. In order to keep things simple during the transition, we will keep the first.lastname format during this move. So, HSC employees will be given first.lastname@uttyler.edu. Existing university email addresses will remain the same to avoid duplicate emails. If there are duplicates in the future, we will add initials and then either truncate or add numbers.”

NEW BUSINESS

- ❖ University Updates
 - Website Relaunch
 - Campus news recently shared a survey link asking for input regarding the website relaunch. There have been many stakeholder meetings to ensure that the new website meets the needs of the University and community. If you did not have the opportunity to provide input at these meetings, now is your time for your voice to be heard. The



deadline to complete the survey is February 17th – if you have any questions, please reach out to Jeff Noblet

❖ Staff Senate Committee Updates

- Communications
- University Learn @ Lunch
- UT Star Award – Tina Taylor
 - January UT Star Award Recipient is Bonnie Davis. Posts will only be on Facebook and Twitter, no longer Instagram. Please submit nominations for February. The survey can be found on the Staff Senate webpage. The survey link will also be provided in the minutes. https://uttyler.az1.qualtrics.com/jfe/form/SV_9B57gycOyliG0aq
- Policy and Procedures
- Nominations & Elections
 - There are currently vacant senator positions in districts 2 & 5. If you or someone would like to serve on Staff Senate as an at-large senator to fill these districts spots, please reach out to staffsenate@uttyler.edu. An at-large senator is a senator that represents a district that is not their own district. Nominations for Staff Senate President will be in May, if you have any questions about the roll please email Staff Senate.
- Salary Workgroup
- Ad Hoc Parking Committee
- Benefits
- Staff Development
- University Appreciation

GUEST SPEAKERS –

Rama Dhuwaraha, Interim Chief Information Officer



- Email migration will take about 48 hours (about 2 days), the plan is to have it take place during Spring Break. Access to OneDrive will be limited during this time, so please download what you may need access to. You can still access Canvas and your emails. IT and Tech Support will be available during this time.

Andrew Krouse, Executive Director of Facilities Management

- Space Management: Erica Goss is now the Coordinator for Space management and facilities. They will be walking around to take pictures of the spaces on the campus. Changes will be coming within the next 6-9 months. Still working on the space management software, the process will remain the same.
 - o Question - "Old logo items that will never be used, is there a process to do away with these things?"
 - Answer - "Let facilities know of these items, but there is no specific process to dispose of these items. You can also reach out to Rich Legler or Andrew Krouse."
 - o Question - "When would we be updating the system before or after the move? And how will that effect SSC timelines?"
 - Answer - "These are planned moves. If you put the request in and give a specific time, it will be planned ahead of time. Submit a request, someone will reach out to coordinate this move, and then the move will take place, SSC will likely not be involved."

OPEN FORUM –

- Learn @ Lunch Feb 24th at 12:00 pm. Topic: Work/Life Balance

- Does anyone know what eGlobal mailing information is?

- Central source for shipping, print labels, provides the best prices and processes for shipping. Considerable cheaper than doing it on your own.

ADJOURN *Next meeting will be Wednesday, March 22 at 3:00 pm, WTB 137 or via ZOOM*



UTTylerTM

**STAFF
SENATE**

- Motion – Samantha Cockrell
- Second – Nicole Gaston



UT Tyler

STAFF SENATE

March 22, 2023 | 2:15 p.m. | WTB 137

[Zoom Link](#)

Passcode: P#.w4#2M

	Name	Attendance
District 1	Brittany Folden	Excused Absence
	Steve Myers	Excused Absence
District 2	Vacant	--
	Bruce Bettinger	Present
District 3	Kamell Hawkins	
	Christina Liston	
District 4	Caitlin Mitchell	Present
	Julie Anderson	Present
District 5	Vacant	--
	Vacant	--
District 6	Erica Goss	Present
	Kim Stapp	Present
District 7	Alan Lizarraga	Present
	Michael Millett	Present
District 8	Justine Featherston	Present
	Rachaelle McMinn	Present
District 9	Carlos Alvarez	Excused Absence
	Tyler Armstrong	Excused Absence
District 10	Carol Killingley	Present
	Nicole Gaston	Present
District 11	Amanda Whitt	
	Vacant	--
District 12	Samantha Cockrell	Present
	Robert Smith	Present
District 13	Kasandra Harris	Present
	Kimberly Tutt	Present
District 14	Savanah Foster	
	Tina Taylor	Present
District 15	Alyssa Amaral Back	Excused Absence
	Theresa Moore	Present
Ex-Officio	Ex-Officio	
	Brista Hurst Kent	Present
	Christina Chatman	Present
	Cindy Scott	
	Corrinne Warren	



UT Tyler™

STAFF SENATE

	Gwen Williams	Present
	Shanese Williams	

Agenda Minutes

OLD BUSINESS

- ❖ Review and Approve February Minutes – Justine Featherston
 - Motion - Samantha Cockrell
 - Second – Robert Smith

NEW BUSINESS

- ❖ University Updates - None
- ❖ Staff Senate Committee Updates
 - UT Star Award – Tina Taylor
 - February UT Star Award Recipient is Janice Helfers. Please submit nominations for March. The survey can be found on the Staff Senate webpage. The survey link will also be provided in the minutes.
https://uttyler.az1.qualtrics.com/jfe/form/SV_9B57gycOyliG0aq
 - Faculty & Staff Awards – Tina Taylor
 - We have received nominations for the Passion and Service award but are still needing nominations for the Scholarly Achievement award. Please nominate someone in your area or yourself.
 - Nomination & Election – Christina Chatman



- We are accepting formal nominations for Staff Senate President to vote in May. If you would like to nominate someone or nominate yourself or if you have questions regarding the presidency role, please send an email to staffsenate@uttyler.edu.
- University Learn @ Lunch
 - The next Learn @ Lunch event is April 7th and the topic is How to Post a Job in Handshake which will be presented by Pam Rodriguez.
- Benefits
- University Appreciation
 - May 15th – 26th, Luncheon will be on Tuesday, May 16th
 - RSVP coming soon 😊
- Staff Development
- Communications
- Policy and Procedures

GUEST SPEAKER –

Robert Cromley, Executive Director of Parking & Transportation:

- parking updates – putting together stats for parking needs and addressing the problems. Have projects in mind. Will be working on these ideas and are welcoming suggestions to Robert Cromley
- Question: “Will there be any considering of adding more public transport with UT Tyler?”
 - We will be reaching out to Tyler Transit to discuss options with routes and times.
 - Tyler transit is free of charge if you have your Student Employee ID.
- Question: “Since I've worked here parking has cost more for faculty and staff than for students per year. With this the amount of fac/staff parking has been reduced. Are there any plans to balance that issue?”
 - We are reviewing all of that to work on aligning all of that. I do not have a solid answer at this time.



Isai Ramirez, VP for Information Technology & Chief Information Officer

- **Email Merge updates: We are striving to do a great job of planning, testing, and communicating things when merging more technology and creating more challenges.**
- **There is a team that will be part of the leadership team with IT going forward.**
- **Roma will be in charge of the integration of the organizations.**
- **IT has all hands on deck resolving the issues with the email migration.**
- **Prior to the merger of emails, HSC and Main Campus were “external” or “guests” which made things complicated. The merger was implemented to fix this issue. Everyone is now in the same Microsoft environment instead of being academic vs medical. We also were able to move faculty and staff to Microsoft cloud.**
- **“Why did we choose Spring Break?”**
 - **Our students were vastly benefited and happy that we did this over spring break. When this was started the week prior to spring break, the issues that arose did not affect their classes and class schedules. The students now must take step-by-step on how to reset their emails and they have told us the instructions were very helpful and very beneficial. Some areas are still being affected. Mac and Windows users are having different issues and we are still learning how to work around these issues.**
- **Question: “With the update, will there be any increase in the mailbox size?”**
 - **Yes. Each user is allowed 100 gb. If you need more, please reach out.**
- **Question: “Will there be an increase in support for Mac users”**
 - **Yes, we are working on a better strategy to work with Apple products. We are working on a project that we have not worked with before to better support Mac users.**
- **Question: “With the merger, has there been an increase in technicians?”**
 - **Yes, we brought in both sides together with the merger.**
- **Question: “Has there been an update on when SharePoint will be back online?”**
 - **OneDrive and SharePoint are being worked on by bringing the files from prior to merger, so once that is completed it should be working again. If you have issues that**



you cannot work around, please submit a ticket. OneDrive is going on a final sync the evening of March 22, 2023. If it is still missing starting March 23, 2023, please create a ticket and let IT know.

- Question: “When will windows portal “outlook” be able to work again?”
 - This is an ongoing issue, and we are continuously working on this issue. Sometimes a technician will need to detach from the prior to merger environment and reattach it to the new one. But this is an ongoing issue, and we are working on resolving it.
- Question: “Why spring break over dead week?”
 - Not all students come back for summer sessions. Our goal was to get this done before the end of the semester, so we could have a break where the students will not be completely unplugged, and spring break was the perfect timing for that.
- Question: “When will we be able to see our teams' chats, power automate flows?”
 - We are focusing on Outlook first, then OneDrive/SharePoint, then Teams and Power. If you are missing team(s), submit a ticket.
- Question: “What do we do about student worker accounts that have grey x’s”
 - If the issue is not fixed after this evening (3/22/2023), please submit a ticket tomorrow.
- Question: “Will our contacts come back in Outlook desktop?”
 - We will go back in check, but they should be there. There was communication sent out the week prior to Spring Break that had instructions on how to restore your contacts. If this does not help, then reach out to IT.
- Question: “What happens next in the process?”
 - Next step... we have a list of about 270 people from HSC and Main Campus who still have 2 accounts. If you are one of those, we ask you to hang tight for a few more weeks. We had a script written that would automatically merge the two accounts. When we started testing that script, we became nervous that it would work how we wanted it to. So instead, we are waiting and helping the employees manually



UT Tyler **STAFF
SENATE**

integrate their two accounts. Everyone will eventually be on a @uttyler.edu account. @hsc.edu accounts will be taken care of manually by IT once they are completely integrated to @uttyler.edu.

- Question: “If we need to renew a team's channel will it expire even though we might not have access to teams, or it says we don't have ownership although we do?”
 - They put expiration dates on the teams' channels/chats. All you must do is click “don't expire”.

If you have any further questions, please reach out to IT.

OPEN FORUM -

ADJOURN *Next meeting will be Wednesday, April 19 at 2:15 pm, WTB 137 or via ZOOM*

- Motion – Rachaelle McMinn
- Second – Erica Goss



UT Tyler

STAFF SENATE

April 19, 2023 | 3:00 p.m. | WTB 137

[Zoom Link](#)

Passcode: !\$EFxXs0

	Name	Attendance
District 1	Brittany Folden	Present
	Steve Myers	Present
District 2	Vacant	-
	Bruce Bettinger	Present
District 3	Kamell Hawkins	Present
	Christina Liston	Present
District 4	Caitlin Mitchell	Present
	Julie Anderson	-
District 5	Vacant	-
	Vacant	-
District 6	Erica Goss	Present
	Kim Stapp	Present
District 7	Alan Lizarraga	-
	Michael Millett	Present
District 8	Justine Featherston	Present
	Rachaelle McMinn	Present
District 9	Carlos Alvarez	Excused Absence
	Tyler Armstrong	Present
District 10	Carol Killingley	Present
	Nicole Gaston	Present
District 11	Amanda Whitt	Present
	Vacant	-
District 12	Samantha Cockrell	Present
	Robert Smith	Present
District 13	Kasandra Harris	Present
	Kimberly Tutt	Present
District 14	Savanah Foster	Present
	Tina Taylor	Present
District 15	Alyssa Amaral Back	Excused Absence
	Theresa Moore	Excused Absence
Ex-Officio	Ex-Officio	
	Brista Hurst Kent	-
	Christina Chatman	Present
	Cindy Scott	Present
	Corrinne Warren	-



UT Tyler™

STAFF SENATE

	Gwen Williams	Present
	Shanese Williams	Present

Agenda Minutes

OLD BUSINESS

- ❖ Review and Approve February Minutes – Justine Featherston
 - Motion - Samantha Cockrell
 - Second – Brittany Folden

NEW BUSINESS

- ❖ University Updates - None
- ❖ Staff Senate Committee Updates
 - UT Star Award – Tina Taylor
 - March UT Star Award Recipient is Juan Cabrera. Please submit nominations for April. The survey can be found on the Staff Senate webpage. The survey link will also be provided in the minutes. https://uttyler.az1.qualtrics.com/jfe/form/SV_9B57gycOyliG0aq
 - Faculty & Staff Awards – Tina Taylor
 - Luncheon is on Monday, April 24th – check-in will be at 11:30 am, food serving will begin at 12 and the awards ceremony will start promptly at 12:30. The event is from 12-1:30pm
 - Nomination & Election – Brittany Folden
 - University Appreciation
 - May 15th – 26th, Luncheon will be on Tuesday, May 16th



- We will be using Patriots Engage this year instead of Qualtrics to receive RSVP's and Check-Ins at the events.
- University Learn @ Lunch
 - Lincoln Financial - May 12th in BRB 1030 at 12 p.m.
- Benefits
- Staff Development
- Communications
- Policy and Procedures

GUEST SPEAKER –

Shanese Williams & Corrinne Warren, Employee Advisory Council Representatives

- Recent successes with the benefits committee and discussing the Total Rewards Statement Package coming soon
- Legislature laws on the floor that will impact university staff
- Who to contact at UT Tyler if staff have questions regarding a certain bill or the proper protocol to addressing things as a university staff or individual - Representative Pablo Ortiz, Matt Cope
- If there are any questions, they have for us or something to bring up in the next EAC meeting

Jeff Noblitt, VP of Marketing

- Presenting the website relaunch, goals are to have a clearer, more intuitive modern style website. We want it to be beautiful on the desktop and as well as the mobile version and still being functional. We want to highlight our academic programs and our brand promise and how we are a catalyst for change in the community. We are working with our partner on new content for every academic program. We will do a Fall launch of the new website, but this will only include certain levels of updates, 3 or 4 levels down those pages potentially are still going to be kind of in in the old look and feel, and may have those links, but you know, with redirects, we were able to run a broken link report, so we would be able to likely address that.



- Question - Since the main color for the background is white, will there be a plan or design to offer light/dark modes?
 - o Answer - The new website will offer vibrancy in colors, but I will be taking the dark mode question back to the team to address that.
- Question – On the website, it does not offer “Future/Prospective Student” link, why?
 - o Answer – This website is designed for all students, future and current. There are buttons that they can click to “request more information, apply, visit” etc. These buttons are the typical things future students will ask about, so we have provided it here at the top of the website on the homepage.
- Question - How well will the website work on old computers?
 - o The content on the new website will be optimized to not be affected by the age of the computer.
- Question – When do you plan to launch this?
 - o Around November 1st is the plan.

OPEN FORUM

- **A survey will be going out among staff and students to gather thoughts and concerns about parking. Please participate when you receive the email.**
- **We didn’t see a lot of communication for the Destress Event, but it was aimed for all students, staff, and faculty,**

ADJOURN *Next meeting will be Wednesday, May 17 at 3:00 pm, WTB 137 or via ZOOM*

- Motion – Steve Meyers
- Second – Kamell Hawkins



UT Tyler™

STAFF SENATE

May 17, 2023 | 2:15 p.m. | WTB 137

[Zoom Link](#)

Passcode: 1E@TT#L@

	Name	Attendance
District 1	Brittany Folden	Present
	Steve Myers	Excused Absence
District 2	Vacant	-
	Bruce Bettinger	Excused Absence
District 3	Kamell Hawkins	Present
	Christina Liston	-
District 4	Caitlin Mitchell	Present
	Julie Anderson	Present
District 5	Nyree Brockman	Present
	Vacant	-
District 6	Erica Goss	Present
	Kim Stapp	Present
District 7	Alan Lizarraga	Present
	Michael Millett	-
District 8	Justine Featherston	Present
	Rachaelle McMinn	Present
District 9	Carlos Alvarez	-
	Tyler Armstrong	Present
District 10	Carol Killingley	-
	Nicole Gaston	Present
District 11	Amanda Whitt	Present
	Kassandra Harris	Present
District 12	Samantha Cockrell	Present
	Robert Smith	Present
District 13	Vacant	-
	Kimberly Tutt	Present
District 14	Savanah Foster	-
	Tina Taylor	Present
District 15	Alyssa Amaral Back	Present
	Theresa Moore	Present
Ex-Officio	Ex-Officio	
	Brista Hurst Kent	Excused Absence
	Christina Chatman	Present
	Cindy Scott	
	Corrinne Warren	Present



UT Tyler™

STAFF
SENATE

	Gwen Williams	Present
	Shanese Williams	

Agenda Minutes

OLD BUSINESS

April and May Minutes will be reviewed and approved at June meeting – Justine Featherston

NEW BUSINESS

- ❖ University Updates - None
- ❖ Staff Senate Committee Updates
 - Leadership – Christina Chatman
 - I am happy to announce that our next Staff Senate President is Bruce Bettinger. Bruce will serve as President elect from June 1, 2023 – August 31, 2023, and subsequently as President from September 1, 2023 – August 31, 2024.
 - Bruce Bio: Bruce Bettinger is a University of Texas at Tyler alumnus, where he graduated with degrees in Management and Business Administration. Joining the UT Tyler staff in the fall of 2016, Bruce has enjoyed his various Student Affairs rolls and feels his calling in service to others. He can often be found about campus volunteering anywhere needed, helping UT Tyler, and its students, to flourish. Bruce definitively believes everyone has a story to share and if you are willing to sit long enough to hear it, anyone can make a lifelong difference. Bruce’s favorite known alias is Dad, and he has the jokes to prove it! Say hi, and if you have some time to kill, ask him what races he’s currently planning.
 - Some people are missing from the academic employee list, if you see someone is missing, please email staffsenate@uttyler.edu so that we can address the issue.



- UT Star Award – Tina Taylor
 - April UT Star Award Recipient will be announced via email later this week. Please submit nominations for May. The survey can be found on the Staff Senate webpage. The survey link will also be provided in the minutes.
https://uttyler.az1.qualtrics.com/jfe/form/SV_9B57gycOyliG0aq
- Faculty & Staff Awards
- Nominations & Elections
- University Appreciation
 - If there are questions regarding the reason for the limitations of the events, it is due to our budget and growth in staff of the University. We will be using our reports to submit a budget increase for the coming years.
- University Learn @ Lunch
- Budget
- Benefits
- Staff Development
- Communications
- Policy and Procedures

OPEN FORUM -

Question – What can we do as a group to help better the outcome of the events?

Answer – Please participate. The numbers will show how many people attend then we can turn around and use those reports to prove the amount individuals we host the events for.

Concern – Saying to participate is not good advice because of workload. Supervisors/Upper Administration are not supportive or adjusting to the appreciation of employees.

Concern – The budget has stayed the same over the years, but yet our employees have grown. We are feeding double the amount than what we used to.



Response – Participation is important because it shows the value of the event. If more people show up, then we will have data showing that the employees want this event, which we can take and show when it comes time to request a budget increase.

Response – the cost of living has risen as well as the number of employees, so the cost of the events and food has also grown, so a budget increase will be needed to allow us to follow the costs raising.

Question – Did faculty senate contribute anything for the luncheon or events since they were open to attending those as well?

Answer – Yes, with the RSVPs we are able to provide a report to Faculty Senate to show them how many faculty participated in the events. Which they will turn around and reimburse Staff Senate.

Question – How can we handle a difficult conversation with supervisors when it comes to requesting them to allow their employees to take the time to attend the appreciation events.

Answer – Reach out to Christina or Steve to navigate those conversations. Also discussed having a Learn at Lunch event regarding this topic.

Comment – FLEX schedule will be dependent on the department leader. Please reach out to your direct supervisor regarding flex scheduling your area.

Union website: <https://cwa-tseu.org/>

Comment – For the Faculty/Staff Awards, if it is mainly geared towards faculty, why are staff included other than just being invited to lunch?

Response – the staff portion is growing, we had to push to get 3 awards for staff while faculty get 5. We can submit changes every year. Please nominate people. You can nominate yourself.

ADJOURN *Next meeting will be Wednesday, June 21 at 2:15 pm, WTB 137 or via ZOOM*

- Motion – Brittany Folden
- Second – Robert Smith



UT Tyler **STAFF SENATE**

June 21, 2023 | 3:00 p.m. | WTB 137

[Zoom Link](#)

Passcode: 0\$.9M*WV

	Name	Attendance
District 1	Brittany Folden	Present
	Steve Myers	Present
District 2	Vacant	-
	Bruce Bettinger	Present
District 3	Kamell Hawkins	Present
	Christina Liston	Present
District 4	Caitlin Mitchell	Present
	Julie Anderson	Absent
District 5	Vacant	-
	Nyree Brockman	Present
District 6	Erica Goss	Excused Absence
	Kim Stapp	Present
District 7	Alan Lizarraga	Present
	Michael Millett	Present
District 8	Justine Featherston	Present
	Rachaelle McMinn	Absent
District 9	Carlos Alvarez	Absent
	Tyler Armstrong	Present
District 10	Carol Killingley	Present
	Nicole Gaston	Present
District 11	Amanda Whitt	Present
	Vacant	-
District 12	Samantha Cockrell	Present
	Robert Smith	Present
District 13	Kasandra Harris	Present
	Kimberly Tutt	Present
District 14	Vacant	-
	Tina Taylor	Present
District 15	Alyssa Amaral Back	Present
	Theresa Moore	Present
Ex-Officio	Ex-Officio	
	Brista Hurst Kent	Present
	Christina Chatman	Present
	Cindy Scott	Present
	Corrinne Warren	-



	Gwen Williams	Present
	Shanese Williams	Absent

Agenda Minutes

OLD BUSINESS

- ❖ Review and Approve April and May Minutes – Justine Featherston
 - Motion – Brittany Folden
 - Second – Robert Smith

NEW BUSINESS

- ❖ University Updates - None
- ❖ Staff Senate Committee Updates
 - UT Star Award – Tina Taylor
 - May UT Star Award Recipient will be announced later this month. Please submit nominations for June. The survey can be found on the Staff Senate webpage. The survey link will also be provided in the minutes.
https://uttyler.az1.qualtrics.com/jfe/form/SV_9B57gycOyliG0aq
 - Nomination & Election – Brittany Folden
 - We will begin nominations and elections for senators in July. Please see the Qualtrics surveys sent to nominate yourself or another person in your district. New senators will begin their two year term September 1, 2023.
 - Faculty & Staff Awards
 - University Appreciation
 - University Learn @ Lunch



UT Tyler **STAFF
SENATE**

- Benefits
- Staff Development
- Communications
- Policy and Procedures

GUEST SPEAKER –

Andrew Krouse, Executive Director of Facilities and Management

- Space management program is in the final hours of being done. After going live, there will be discussions and training with key groups around campus.
- Space management module will be able to identify square footage utilization and availability beyond classrooms. Module will be able to gather information and evaluate how effective we are in utilizing current space and will benefit us when requests are submitted for additional space.
- Bonnie Davis is the Sustainability Manager for campus and is working through a number of utility rebate environmental initiatives to help provide financial sustainability.
- Looking for participants for the Sustainability Advisory Committee. Purpose of the committee is to help prioritize initiatives throughout the University. If you are interested in being a part of this committee, please reach out to Andrew Kraus or Bonnie Davis.
- The annual report from Facilities Management will be available end of August/beginning of September. You can find this report on the University website and will also be shared via link to the campus. Report will contain an overview of financial spending from facilities, deferred maintenance backlog, facilities condition index, dashboards, and more. The report will also be sent to UT System and the Texas Higher Education Coordinating Board. Please provide input to Andrew Kraus if you are think of other data/information points that would be useful to our campus community.



- *Question: Fiscal versus Environmental Sustainability – when these two things are at odds, which route are we going to take as a University.*
 - o *Answer: This is a good question for the Sustainability Advisory Committee to discuss. One of the initiative goals is to self-fund all of these. The advisor committee is going to help determine where we spend that money. If you are interested in participating in this committee, we need appropriate input for these types of initiatives.*
- *Question: How will the Space Committee keep tabs on utilization? What will it look like if, for example, a person finds a space that is not being used. Can the University override the department utilization of that space?*
 - o *Answer: There is a Space Committee that is chaired by the Provost. If there are any disputes across the colleges, divisions, and areas such as these, it will go to the committee. The committee has representation from every academic and administrative unit to ensure that is a voice from the University.*
- *Question: Is space utilization going to focus on academic only, or will it include student spaces?*
 - o *We will be looking at all of it. This is a joint effort between facilities, Information Analysis, Events Management, Registrar's Office, and more. Decisions are made from a University-wide perspective.*

Isai Ramirez, VP of Information Technology and Chief Information Officer

- Discussion of new IT organizational structure and roles and responsibilities of various members are discussed. The IT organizational chart are attached at the end of meeting minutes.
- President Calhoun approved the new IT Governance Committee. The committee has Staff Senate, Faculty Senate, and Student Government Association representatives along with other stakeholders across the University.
- IT Governance Committee slides are attached at the end of the meeting minutes.
- The goal of this committee is to become more effective and to create an alignment between information technology in the campus. This will help create broader accountability beyond just making decisions.



- Another goal is to minimize duplication of the technology that we purchase as well as duplication of effort. This group will help reduce silos of groups working on similar initiatives, and instead have groups collaborate on them. This will reduce overall costs and improve negotiation power.
- Another initiative that will be put in place is technology assessment. This will assess technology before we purchase to improve leverage with vendors and ensure that the technology is secure, accessible, and compatible.
- Goal of this committee is to achieve our mission for the institution, which is a focus of student success and patient health. There are five core areas that are covered. We are looking at what investment we're making and the portfolio of what we're spending, what projects we are taking on, and what resources we're allocating to them.
- The last focus is how we manage and use data as a strategic asset and who has the decision rights to give approval to access certain data.
- The steering committee is in place to set strategic direction and make decisions on big, risk high, high risk, and high cost projects. The operational committees are there to uphold the guiding principles and the direction set by the steering committee, and to make decisions on things that we believe are beneficial to the campus.
- The committee is at the stage of establishing charges for the subcommittees with the Steering Committee.
- Each slide will explain the goal of the subcommittees.
- *Question: Has the Steering Committee already met and what are the first things that are on the agenda for the committee to address?*
 - o *Answer: Yes. In the first meeting, there was no discussion regarding specific projects. The first meeting was to set the rules and put together the governance process. The next of subsequent meetings we will begin discussions about initiatives.*
- *Question: Is the goal to be transparent on the projects that are approved and what are top priorities?*



- *Answer: There will be an IT service management tool to log a ticket. The current ticket system will need the functionality expanded beyond just creating tickets. It will be used for project management and project intake. Another goal is to have a lot of this information online, and everybody can go and see where request are in the queue. In the interim, as decisions are made by the Steering Committee, we will do our best to communicate that information.*
- *Question: Who chooses who the representatives will be on the committee?*
 - *Answer: The steering committee identifies areas that need representation, and that area chooses a representative.*
- *Question: What about things that are more regular? What about the pain points such as procurement, when something breaks and time to get it fixed, and the expense to fix it? Will these types of things be part of the operational committees?*
 - *Answer: We will have three levels. The steering committee is level three is handles larger and/or longer projects. Example UT Share, People Soft. Level two are more strategic items that are identified by faculty and staff while completing everyday tasks. These types of projects while be submitted through the service now tool. This project would then be moved to one of the operational committees. Once is clears the review process, it will be moved to the project management execution phase.*
- *Question: Peoplesoft is not working well and people cannot really log in. IT says the ticket is still open for this issue.*
 - *Answer: It is still an ongoing process they are still looking into.*

OPEN FORUM

- **College of Education and Psychology is hosting a Back to School Bash on August 8th and looking for volunteers to help with various duties. Please contact Sydney Blundell at sblundell@uttyler.edu or ext 7087 if you are interested. Breakfast, lunch, and polo shirt are provided for volunteers.**



UT Tyler **STAFF
SENATE**

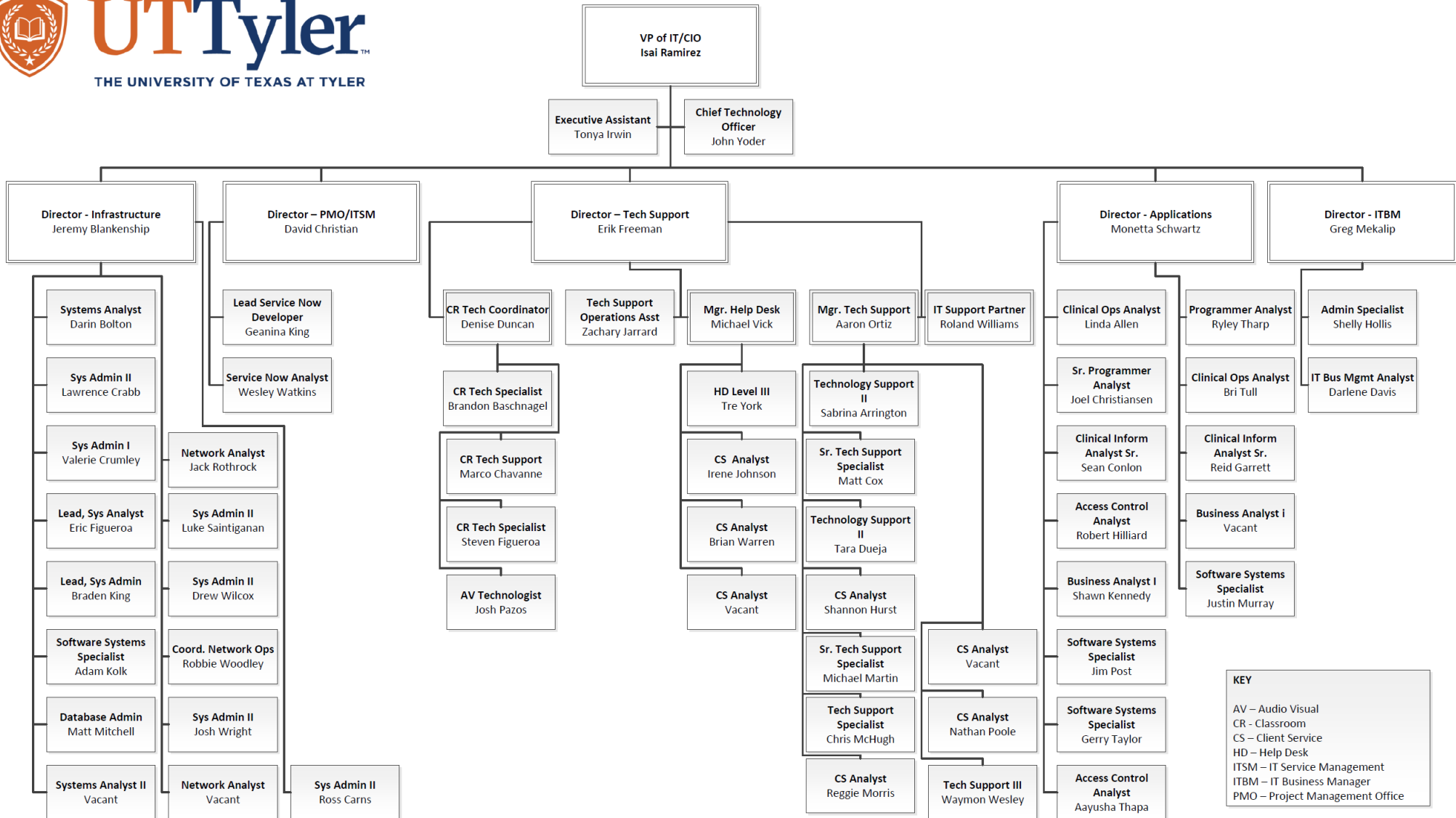
- The Biology Department recently hosted its biology camp. Many thanks to all of the faculty and staff that participated in this event. Participants had an amazing experience and look forward to next year.
- If anyone has an event open to the public, please submit it to the Events page on KVUT.org. <https://kvut.org/events/community/add/>

ADJOURN *Next meeting will be Wednesday, July 19 at 3:00 pm, WTB 137 or via ZOOM*

- Motion – Bruce Bettinger
- Second – Steve Myers



UT Tyler STAFF SENATE



KEY

- AV – Audio Visual
- CR - Classroom
- CS – Client Service
- HD – Help Desk
- ITSM – IT Service Management
- ITBM – IT Business Manager
- PMO – Project Management Office



UT Tyler **STAFF SENATE**

July 19, 2023 | 3:00 p.m. | WTB 137

[Zoom Link](#)

Passcode: 5v?0pMhy

	Name	Attendance
District 1	Brittany Folden	Excused Absence
	Steve Myers	Present
District 2	Vacant	-
	Bruce Bettinger	Excused Absence
District 3	Kamell Hawkins	Present
	Christina Liston	Present
District 4	Caitlin Mitchell	Present
	Julie Anderson	Absent
District 5	Vacant	-
	Nyree Brockman	Absent
District 6	Erica Goss	Excused Absence
	Kim Stapp	Present
District 7	Alan Lizarraga	Present
	Michael Millett	Present
District 8	Vacant	-
	Rachaelle McMinn	Present
District 9	Carlos Alvarez	Absent
	Tyler Armstrong	Present
District 10	Carol Killingley	Present
	Nicole Gaston	Present
District 11	Amanda Whitt	Present
	Vacant	-
District 12	Samantha Cockrell	Excused Absence
	Robert Smith	Present
District 13	Kasandra Harris	
	Kimberly Tutt	Present
District 14	Vacant	-
	Tina Taylor	Present
District 15	Alyssa Amaral Back	Present
	Theresa Moore	Present
Ex-Officio	Ex-Officio	
	Brista Hurst Kent	Present
	Christina Chatman	Present
	Cindy Scott	
	Corrinne Warren	Present



	Gwen Williams	Present
	Shanese Williams	Present

Agenda Minutes

OLD BUSINESS

- ❖ June and July Minutes will be approved at August monthly meeting

NEW BUSINESS

- ❖ University Updates - None
- ❖ Staff Senate Committee Updates
 - UT Star Award – Tina Taylor
 - June UT Star Award Recipient is Erica Goss. Please submit nominations for July. The survey can be found on the Staff Senate webpage. Nominations will close on the 25th. The survey link will also be provided in the minutes.
https://uttyler.az1.qualtrics.com/jfe/form/SV_9B57gycOyliG0aq
 - Nomination & Election – Tyler Armstrong
 - Voting is now open for Staff Senator elections. Please make sure you vote by the deadline – Wednesday, July 26th. New senators will begin their two year term September 1, 2023.
 - Benefits – Steve Myers
 - Employee Scholarship applications are due August 1st.
 - Enrollment Fair for open enrollment happening July 20 & 21, open enrollment is available until July 30th.
 - Faculty & Staff Awards



UT Tyler **STAFF
SENATE**

- University Appreciation
- University Learn @ Lunch
- Staff Development
- Communications
- Policy and Procedures

GUEST SPEAKER –

Shanese Williams, EAC Representative

(Employee Advisory Council, to facilitate the flow of ideas & information between and among the Board of Regents, the System Administration, and the institutions of the system)

- UT Tyler and UT Health Science Center each have a representative – Shanese Williams for UT Main Campus and Corrine Warren for UT HSC.
- Quarterly meetings held at different locations/campuses each quarter. This meeting was held at UT El Paso; 23 members present, 12 institutions represented. El Paso is home to the Miners.
- Major concerns talked about the most were money and what the legislative sessions were determining to put that money towards, and diversity, equity, and inclusion programs.
- Pablo Ortiz is an employee on the Advisory Council and his main objective is listening to all the legislative sessions and bringing that information back to the Council. Pablo said one of the important things to understand right now is everything is very fluid. Talk of creating a task force in which UT systems can come together and still be able to effectively advocate for students is one point of discussion.
- Other talking points; SFA becoming part of our system and a slide deck coming out at a later date to each institution, UTRGV now has a School of Medicine that has received full accreditation, UT Southwestern started building their first state Psychiatric Hospital, MD Anderson, UTSA, UT Health, and Houston partnered to have representation at the Houston Pride Parade, UTMB has a new president.



- Employee advancement initiatives some taking place at other institutions, some taking place here already. Putting info out because there are some things that may be discussed as Staff Senate – voluntary vacation payout, resume writing and mock interviews, bidirectional communication on middle management that ensures information gets disseminated down the ranks and not bottlenecked. Archie Holmes with UT System is looking to get Faculty Advisory Council, Staff Advisory Council, Student Advisory Council to all come together and create a task force for a one-stop shop for wellness.
- Benefits committee looking at the Total Rewards Statement implementation. Different universities are using an employee benefits calculator so if you wanted to apply for a job at another university in our system you could go on there and calculate what you would make.
- EAC presence looking to create an introduction of sorts, maybe a letter to all new employees introducing EAC and what it is, who their rep is, and who to reach out to with questions. Also looking at creating a checklist for all EAC members to ensure consistent meeting follow up and making sure they are presenting discussion items.
- Wellness committee looking to create a toolkit and look at things each institution can do to have a space for wellness. Looking to find a streamlined approach to what wellness looks like and what that can look like for employees. Also looking at legislation behind wellness and how we then we might redefine sick leave and how that can encompass mental illness and destigmatize it to make sure employees are well and getting support they need.
- *Question: How are EAC members chosen?*
 - *Answer: Each institution is a little different. Main campus is done through a voting system. North campus takes the top nominations and talks to their respective supervisor and then visit with the individual before they make them an offer to become a rep.*
- *Question: When you were talking about budgets, were you talking about FY23 or FY24? Because my understanding is FY24 hasn't been approved yet.*
 - *Answer -FY24*



- *Question: As of July 17th was the last date the Gov could sign the budget and to my knowledge it wasn't signed. In that was supposed to be an increase in salaries for university workers, do you have any information on that?*
 - o *Answer – Not sure what the budget amount will look like, but can have Pablo, who is on our committee, get more information.*
- *Question: When talking about the Wellness plan, were they talking about these wellness breaks coming from our sick leave balances? And if so, how do they determine how much or how long we can take if it is coming from our balances.*
 - o *Answer – No, not from sick leave. You would get approval and fill out a form. It would be more of a discussion with your leadership.*

OPEN FORUM

- **College of Education and Psychology is hosting a Back to School Bash on August 8th and looking for volunteers to help with various duties. Will need to participate in a short training on the 7th. Please contact Sydni Blundell at sblundell@uttyler.edu or ext 7087 if you are interested. Breakfast, lunch, and polo shirt are provided for volunteers.**
- **Thank you to Shanese for representing UT Tyler. She is part of the Officer Team for UT Systems EAC .**
- **Thank you to Corinne for 3 years of service as EAC Rep.**
- **There is legislation that is going to determine whether we get pay raises or not. So right now is a great time for you to be reaching out to your legislator and making your voice known that you are for it and it should be separated from anything in the bill. Senate is Bryan Hughes, House of Representative is Matt Schaefer. General Appropriations Bill 2024**

ADJOURN *Next meeting will be Wednesday, August 16 at 3:00 pm, WTB 137 or via ZOOM*

- **Motion – Alan Lizarraga**
- **Second – Steve Myers**



UT Tyler STAFF SENATE

August 16, 2023 | 3:00 p.m. | WTB 137

[Zoom Link](#)

Passcode: jCjTA4=

	Name	Attendance
District 1	Brittany Folden	Present
	Steve Myers	Present
District 2	Vacant	-
	Bruce Bettinger	Present
District 3	Kamell Hawkins	Present
	Christina Liston	Present
District 4	Caitlin Mitchell	Absent
	Vacant	-
District 5	Vacant	-
	Nyree Brockman	Absent
District 6	Erica Goss	Present
	Kim Stapp	Present
District 7	Alan Lizarraga	Present
	Michael Millett	Present
District 8	Vacant	-
	Rachaelle McMinn	Present
District 9	Carlos Alvarez	Absent
	Tyler Armstrong	Present
District 10	Carol Killingley	Present
	Nicole Gaston	Absent
District 11	Amanda Whitt	Present
	Vacant	-
District 12	Samantha Cockrell	Present
	Robert Smith	Excused Absence
District 13	Kasandra Harris	Absent
	Kimberly Tutt	Present
District 14	Vacant	-
	Tina Taylor	Present
District 15	Alyssa Amaral Back	Present
	Theresa Moore	Present
Ex-Officio	Ex-Officio	
	Brista Hurst Kent	Present
	Christina Chatman	Present
	Cindy Scott	Present
	Corrinne Warren	Present
	Gwen Williams	Present
	Shanese Williams	Absent



Agenda Minutes

OLD BUSINESS

- ❖ Approve June and July Meeting Minutes – Christina Chatman
 - Motion – Alyssa Amaral back
 - Second – Alan Lizarraga

NEW BUSINESS

- ❖ University Announcement
 - Convocation is Friday, August 18th starting at 8:30 a.m. You can attend in person or via livestream.
- ❖ Staff Senate Committee Updates
 - Leadership – Christina Chatman
 - I want to take this time to express my deepest gratitude to everyone that has contributed to making this past year an incredibly enriching experience. I want to thank our Staff Senate Senators as your consistent dedication to enhancing our university community has been a driving force, our Staff Senate Officers for your guidance and mentorship, to our guest speakers who shared the great developments and events within the University, and to our Administration, including President Calhoun, Dwain Morris CBO, and Cindy Scott Director of HR for your support, openness, and engagement. It has been rewarding to create lasting connections with many of you that I would not have normally crossed paths. Looking ahead, I am excited for this next cohort of senators lead by Bruce Bettinger.
 - UT Star Award – Tina Taylor
 - July UT Star Award Recipient is not available at this time. There were no nominations, will look at previously nominated staff. Please submit nominations for August. The survey can be found on the Staff Senate webpage. Nominations will close on the 25th.



The survey link will also be provided in the minutes.

https://uttyler.az1.qualtrics.com/jfe/form/SV_9B57gycOyliG0aq

- Nomination & Election
- Faculty & Staff Awards
- University Appreciation
- University Learn @ Lunch
- Benefits – Steve Myers
- Staff Development
- Communications
- Policy and Procedures

GUEST SPEAKER – Gregory Bock, Director of the Center for Ethics

Recruiting volunteers for HS Ethics Bowl Saturday, November 11th

Center for Ethics consists of UT Tyler employees who have a passion for ethics and ethics education. Ethics Bowl is a collaborative competition for high school students to come together and discuss ethics, similar to debate. Students get to choose topics and get points for helping the other team. Need judges to serve on judges panel. Volunteers will receive training on the day of and prior. There is no experience necessary. Students are coming from area high schools within a 1 hour radius. We are one of only two in Texas that hosts this event yearly. Email gbock@uttyler.edu for any questions. QR Code located at the end of the meeting minutes.

OPEN FORUM

Comment – There seems to be a disconnect between depts overall specifically administrative roles. Encouraged Admins to get together and discuss processes and helpful tips amongst each other.



Comment – Suggest possible Learn at Lunch opportunities through Staff Senate for administrative training opportunities. Also encourage everyone to attend the monthly Procurement meeting to stay up to date on new procedures and policies.

Response - HR will schedule training session and/or participate in Staff Senate Learn at Lunch sessions.

Question - What are the new accommodations for the Pregnant Workers Fairness Act? Staff Senate will take this question to Benefits and Parking committees to get an answer and can address at next month's meeting.

Response - HR will touch base with Robert Cromley as a collaboration between HR, Parking, and Facilities is needed to address these accommodations.

Comment – There are less faculty/staff parking spots available in Parking Lot 6 (due to nursing building construction). Please speak to the Parking committee concerning this matter as we are still paying the same amount in parking for less available parking spaces.

Question– Has Staff Senate heard anything about purchasing process changes?

Response - HR will connect with Staff Senate to answer this question at a later time as appropriate personnel to speak on this matter is not in attendance.

Question – Is there any validity to rumor about adding new parking?

Response - There are discussions at the senior management level, but no decisions have been made yet.

ADJOURN *Next meeting will be Wednesday, September 20 at 3:00 pm, SCOB 301 or via ZOOM*

- Motion – Steve Myers
- Second – Bruce Bettinger

The 12th Annual University of Texas at Tyler
HIGH SCHOOL ETHICS BOWL

presented by
THE CENTER FOR *e*THICS



tinyurl.com/NHSEBVolunteer

SATURDAY, NOVEMBER 11, 2023