1) Call to Order
2) Roll Call
3) Lori Matthews – Director of Purchasing
4) Colleen Dutton – AVP of Human Resources
5) Review of April 2019 Council Minutes
6) Committee Reports
7) University Committees
8) Continuing Business
   a. Registration of Staff Organizations
9) Proposals:
   a. 2014-004p: Executive Board is looking into an ombudsman for employees
   b. 2018-027p: Rules regarding Punch-Out and Amazon. Unable to choose
      the most cost-effective distributor of products, and restricted to contracted
      vendors. (Communications)
   c. 2019-18p: Staff Council inclusion on Admissions Review Committee
      (Executive Board)
   d. 2019-20p: UTD remembrance/acknowledgement of passing members to
      UTD Community. Employers should notify workers of the death of a
coworker. (Communications)
   e. 2019-30p: In addition to our normal performance appraisals, I believe it
      would be beneficial to also review our supervisors and perhaps even our
      colleagues within our teams in order to keep people accountable.
      (Benefits)
10) Suggestions:
   a. 2019-36s: This is a suggestion for HR. Many staff at UT Dallas feel they
      are not being compensated fairly and many salaries should be adjusted.
      However, it may help to have a formal process for staff members to
      request a salary adjustment or increase. For example, if a staff member
      acquires a degree, a professional credential, and/or their roles change,
      they should be able to fill out a form requesting the salary increase with a
      justification. Once the form is filled out, they submit it to their supervisor.
      The supervisor is then required to discuss the adjustment with the staff
      member. From there, the supervisor is required to submit the form to their
      department head and a representative from HR. The department head can
      give the final approval and the HR Representative will process the request
after the final approval. This will help keep a record of requests and the justifications. Please pass this on to HR for consideration.

b. **2019-37s:** We as staff members should be able to use the Activity Center free of charge, just like the gym in SPN. Some of us work too far away from SPN, and if we want to work out during lunch, it’s not worth it to walk 15 minutes each way and have a shortened workout.

c. **2019-38s:** We need our supervisors to grant us more flexibility in order to be involved with ERGs. Most meetings are an hour long, during the lunch hour, but if it’s a 10 minute walk from our office, we either go and miss crucial parts of the meeting, and leave early, OR we can’t go at all.

d. **2019-39s:** Hi could HR and management make it clear to all staff and student workers that personal hygiene is important. Especially if working with each other so close.

e. **2019-40s:** Many UT Dallas staff members commute to work from miles away on a daily basis. One of the reasons for this is due to high cost of living in the area. Would it be possible if the Staff Council Benefits Committee can endorse a proposal to Staff Council to recommend a new UT Dallas benefit of gas cost reimbursements to staff/faculty who commute x miles per day for work? This does not have to be 100% reimbursement; it could be anything from 50-100% reimbursement. This will go a long way in helping staff and raising morale. For example, estimated miles driven per day for work can be determined with google maps. For estimated miles per gallon cost, a baseline can be used. Administrative staff can manage this and submit to a designated HR contact for processing.

f. **2019-41s:** Please adjust the temperature in the library. It is really cold now.

g. **2019-42s:** …Since Staff Council facilitates the CARE award which demonstrates superior performance and outstanding customer service, one would think the application process would be simple and informative. However, there a few “no brainers” that fell short of the supposed customer service standard:

   i. The nomination form is archaic and difficult to format simply by typing responses to the questions. A Google docs or Qualtrics form would do wonders for nomination submission.

   ii. After my nomination submission, no response was received as confirmation.

   iii. Once nominees were chosen, no communication was sent stating the submission was not chosen. Furthermore, no communication was sent to the nominee…
iv. Though I’m sure some quality nominees were selected, …. Please re-evaluate and consider the standard you are setting for this award, as the service and performance precedent is grossly underperforming.

h. **2019-43s**: 6-9am Staff only parking lots. Or make staff parking passes more equitable than they were when orange was staff only.

i. **2019-44s**: What is the black exhaust emitting from three super large vents behind SPN2? Tenant, Flexential, is an cloud-based IT service center probably requiring high volume cooling methods. The noise is deafening and can be heard throughout the building. The smell causes me to wonder what I'm inhaling when I am outside in the parking lot. Can you please look into this and provide a response?

j. **2019-45s**: Does UTD have a campus evacuation plan for weather and other emergencies? How is this plan developed and enforced? During the last campus closure on April 17, 2019, it took almost two hours to get out of the ECS Parking garage from the top floor (green parking). During the last similar event in July 2017 when the campus was evacuated due to a threat there was a similar experience.

11) Unfinished Business:
   a. Staff Profile Ad-Hoc Committee
   b. Registration of Staff Organizations

12) New Business:

13) Misc.

14) Reminders:
   a. **Staff Scholarships**: Now accepting applications for: Fall 2019
      i. Deadline: September 15th, 2019
      i. Deadline: October 31, 2019

15) Adjournment

16) Next Meeting: 06/12/2019

Upcoming Guest Speakers: TBD