

UHD Staff Council Meeting Minutes

October 19, 2011

10:00-11:00 am

Present: Liza Alonzo, Vanessa Aranda, Elliot Ballard, Nikhil Bhatt, Carol Boethel, Heather Davis, Laura Dillard, Paul Donaldson, Kevin Dorsey, Cathy Garcia, LaKeidra Gilford, Bruce Greer, Tiziano Hernandez, Lorenzo Morales, Juan Palos, Sherman Parker, Claude Penetengwa, Christine Ramsey, Debra Shouldice, Paul Tichenor

Absent: Karen Alfaro, Lila Murray, John Lane

Guests: Fahmida Dehlvi, Carol Tucker, Jean Dewitt, Diana Lopez, Sharyn Coffey, Antonia Joseph, Aron Walker, Michael Dressman, Rene Salinas, Chandra Slaughter, An Vo, Tracy Simms, Brenetta Brooks, Billy Hoyh, Barbara Lucero

Welcome – Elliot Ballard, President

High Impact Initiative Program – University Committee. Liza Alonzo, Pat Ensor, Carol Tucker, Jean Dewitt, Michael Dressman.

Gave presentation of current High Impact practices throughout the university. Examples were Service Learning – having students present information about Crime Stoppers throughout the community. Students are helping inmates prepare flyers, learn excel, etc., through the Entrepreneurship Program.

Common Intellectual Experiences – Freshman book reading/discussion groups.

Study Abroad

Kuh (characteristics) – engage students in class and show how topics relate to real-world experiences.

Dr. George D. Kuh's "research focuses on assessing undergraduate student learning and personal development, campus cultures, and the institutional conditions that foster student learning (Source: University of Indiana, <http://www.indiana.edu/~alldrp/members/kuh.html>)."

Staff can help by teaching student workers by explaining office procedures, and have them do more than deliver, and answer phones. It is also good to talk with them about their classes and help when you can. Email Jean Dewitt if you can think of other ways that staff can help with High Impact Experiences for students, and also of the different community organizations you currently volunteer with, so she can make further contacts, and expand the network she is working with.

Elliot pointed out that helping in this manner could be entered in your evaluation system.

Edge Award – Tiziano Hernandez – 1 app was received for October, and all were in favor of awarding.

Treasurer Report – Vanessa Aranda –

Edge Award balance:\$4,097; Book Scholarship Balance: \$2,498; DOE - \$1354 + \$855 rollover.

Committee Sign-ups – Tiziano Hernandez – sign-up sheets were put on the table, everyone was encouraged to sign up for 1 or more committees. Any staff can sign up for a committee, they don't have to be a staff council member. Committees were assigned a member to call a meeting to elect a Chair.

Upcoming Events:

House of Tiny Treasures – Halloween, Oct 27, 4:30-6; setup began at 2. Also, Paulette Purdy was in the Skyline in reference to Tiny Treasures.

Everyone is encouraged to attend Faculty Senate Meetings. The dates and times of their meetings are posted on their website.

Website: Minh Lam in Employment Services has agreed to help with our website. He has updated the calendar.

Other: Staff Council shirts were discussed, and bids are being collected to see if this will be a possibility.

Guest speakers – everyone voted that they would like to have a monthly guest speaker to talk about various things happening in the university. Example – Mary Cook would like to speak with us about My Safe Campus.

President's Report:

UHD Executive Committee – Elliot Ballard:

Marketing/Recruiting – Diane Summers from Advancement feels that staff are great marketing tools. We have a new MBA program that starts in January 2012. This is one of many master's programs that UHD offers. New billboards, flyers and mailouts have been created/sent to promote all.

This Fall we have only had a 1.6% increase in student enrollment. 30% of the university's income is from the state, 60% is from student tuition and fees, 10% from other sources. The state's contribution is only going to decrease, so the enrollment has to increase.

Staff is one of the best recruiting tools around, so staff need to get out there to help increase enrollment to ultimately help keep our jobs and best yet get raises.

UHD Academic Affairs Council – Elliot Ballard:

There are many academic policies out of date. The goal of this committee is to review and update as many as possible this year.

Other concerns – Elliot Ballard:

In writing correspondence – please use whole names (example – don't shorten Edward to Ed).