

University of Houston Clear Lake

University Staff Association

USA General Meeting Minutes- May 18, 2023

- **Welcome!**

Veronica Ortiz started the meeting at 10:03 am. She gave a reminder that the meeting will be recorded and posted online.

Approval of April Minutes, motion to approve, and seconded. Passed as written.

- **Guest Speaker – Yolanda Nimmer-Williams, Director, University Compliance**

Information covering why compliance matters, the structure of UHCL's compliance office, and what projects they have been working on was given. An explanation behind how to build an effective compliance program was presented. The floor was open for questions.

- **USA Committee Reports**

Fundraising Committee, Chair Alyssa Ramirez

Spring Semester Fundraising- no major updates. The recent walking tacos event raised \$82.25.

Professional Development Committee, Chair Esther Herrera

There was a budgeting workshop held on May 10th, hosted by Wellby Financial. It was very successful, and there were 18 attendees. Because of this new partnership, 4 students were hired as Wellby Financial interns.

Program Planning Committee, Chair Kate Rivardo

Spring 2023 Programs update, there will be an Office Olympics and Trivia event held on May 31st in the Garden room, from 11 am to 1 pm. Amazon gift cards will be given out to the winners.

Scholarship Committee, Chair Bernie Streeter

The applications open April 30th, and the deadline to submit is May 26th (available on the USA webpage). Two scholarships will be awarded for the Spring 2023 semester. Please encourage any co-workers that are currently in school to apply. This scholarship is separate from the reimbursement HR offers.

Welcome & Outreach Committee, Chair Stephanie Holleran

The following team members were welcomed, whom attended a recent new employee orientation: Ben Franz (Catalog/Metadata Librarian, Library), Dr. Andrew Weimer (Asst. VP, Student Engagement), Dr. Matt Aschenbrener (VP, Strategic Enrollment), Lauren Sawyer (Coordinator, Media Relations, Mar Comm.), Jasmine Gray (Retention Coordinator, Student Services), Briana Ramos (Admin. Asst., Institutional Research), Lindsey Knight-Miller (Accounting Technician, A/P), Stacy Zellner (Policy Coordinator, Office of the President), Karen Neira (Admin. Asst., OIT), and Noah Daun (Research Associate, EIH).

Treasurer's Report, Chair April Harris

Updated budget balances were provided.

- **Shared Governance Reports**

University Council, Veronica Ortiz

Optional, Summer Four Day Workweeks run from June 8-July 28. Alternative Work arrangements will be paused if moving to 4-10 work week. All offices must stay open Monday through Friday, from 8am to 5pm. On Holiday weeks, employee schedules return to normal schedule. Lunch is required, and cannot be taken at the end of the day. A Budget initiatives update was given regarding salary and merit being top priority. Legislative updates were given regarding the Diversity, Equity, Inclusion (DEI) and Tenure Bills, that they are currently pending in the House of Higher Education Committee. It was announced that University of Houston's Chief of Staff/Chief Strategy Officer will begin their role between July 10th and August 1st. New Student Building update was given; student referendum was passed 62% to move forward. The next step is getting Board of Regents and Legislative approval.

Facilities & Support Services Committee, Bianca Schonberg and Lee Ann Wheelbarger

A Student Services and Classroom Building (SSCB) construction update was given. There will be a facelift given to the Student Assistance Center (SAC) to support more students at a quicker pace which is scheduled to be completed by early June. Two accessible parking spaces were installed by the STEM building. The sign that read "parking prohibited" was removed at the nature trail. Mark Denney is looking into changing the 3-hour limit on electric parking. Facilities Management and Construction is looking into shuffling spaces for large groups. Parking and Transportation update was given, there is a parking price increase of \$5 which according to Mark Denney is necessary for new parking. There is a possibility that University of Houston Clear Lake will get a parking garage. USA is working to get a traveling parking spot space for the monthly Hawk Spirit award winner.

Planning and Budget Committee, Kurt Lund and Megan Bearden

The last meeting held on March 29, 2023 was spent reviewing and approving the scores that were submitted by all the representatives. 19 initiatives will be presented in four quartiles to University Council.

New business introduced was an update to the By-laws, and two new policies

University Life Committee, Sheeba Thomas and Fran Davis

Voting updates were provided. By Laws and friendly amendments were voted on, more ex-officio members from the Chief Diversity and Title IX offices, and the by-laws were approved by majority vote.

- **Hawk Spirit Award!**

Presented to Juan Anaya, Maintenance Tech I, Facilities Management and Construction. Congratulations Juan!

- **Meeting with Dr. Walker**

Veronica updated everyone on the monthly meeting with Dr. Walker.

Dr. Walker provided legislative and University System Executive Council agenda updates.

The Climate Survey is on pause until this Fall. Dr. Walker had concerns regarding DEI issues, # of questions, home grown survey (not data based). He would prefer something similar to the COACH survey. If we move into the more national survey direction, Veronica would like to include something that applies to our campus personally. Regarding Staff Comp Analysis, He is working on the contract with the firm he has chosen, and it should happen in the next fiscal year.

Veronica provided updates from the University System Executive Council quarterly meeting and regarding the Duck races and future events.

- **USA Elections**

The elections for 2023-2024 open on the USA website June 15th for nominations.

- **Open Forum/Announcements**

Community art exhibition happening now

Community Dashboard Open on Clarity (Public folder, strategic partnerships)

Community in Schools Mentoring Program (CCISD) interested in becoming a member/mentor?

Contact Elizabeth Pena, Community Partnerships Coordinator, 281-691-3137 or
elizabeth@cisba.org

- **Next USA General Meeting will be held on June 15, 2023 at 10am.**