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# UTD SUN



## Staff Council

## "Sending U News"



May 2004

A publication for the staff of The University of Texas at Dallas

Vol. 7 No. 4

## Staff Council Redistricting and Elections

In December, the Staff Council approved the new districts for the terms beginning in September:

### District 1

(EC) Eng. & Comp. Science North  
(ES) Eng. & Comp. Science South  
(HH) Hoblitzelle Hall

### District 2

(BE) Lloyd V. Berkner Hall  
(FA) Founders West Annex  
(FN) Founders North  
(FO) Founders Building  
(JO) Erik Jonsson Acad. Center

### District 3

(MC) McDermott Library

### District 4

(AB) Activity Center  
(CN) Conference Center  
(SM) School of Management  
(SU) Student Union

### District 5

(PG) Police/Grounds Building  
(PP) Physical Plant  
(SB) Service Building

### District 6

(AD) Administrative Wing  
(HR) Human Resources Annex  
(MP) Multipurpose Facility  
(NB) North Office Building  
(NL) North Lab

### District 7

(CA) Callier Center  
(GC) Cecil & Ida Green Center  
(GR) Cecil H. Green Hall  
(NC) North Callier Center

The nomination process has drawn to a close. There are 50 candidates across the seven (7) districts for the election in May. The nominations were held a week earlier than usual to give the committee some flexibility in performing their duties and to give the candidates a little time to campaign if they wish. The election ballots should go out sometime the second week in May. The election ballots must be tallied and the results reported by May 31. Keep an eye on the STAFF email bulletin board for current announcements about the election.

## Employee Advisory Committee

The Employee Advisory Committee (EAC) met in March at the U.T. Medical Branch in Galveston. UTD's representatives Sandee Goertzen and David Maldonado attended. The President gave a presentation and a tour of the campus. The EAC approved the revision to their guidelines and had reports from the various committees on their work. The Benefits Committee is reviewing the wellness programs offered on the campuses and determined that the health institutions are very employee friendly in this area. The EAC had a presentation from Bill Baun, the Wellness Coach from the M. D. Anderson Cancer Center's Wellness Program. He spoke about the programs offered to the M. D. Anderson staff. Based on the information received, the health institutions have a lot more wellness programs than the academic institutions. A report will be made at the July meeting.

The Communications Committee is working on a component spotlight for the EAC Web Page at [www.utsystem.edu/eac](http://www.utsystem.edu/eac).

A component will be spotlighted for two months. UTD's has not been scheduled yet.

The EAC agreed to assist the Student Advisory Council (SAC) promote their United to Serve. Each campus organized a day of service. UTD and U. T. Southwestern Medical Center pooled resources and planned to clean up Arlington Heights Park (near U. T. Southwestern) on April 24, but had to cancel due to inclement weather.

Dan Stewart from U. T. System gave a report regarding changes in the employee group insurance for next year. HMO's will probably be available for next year but there may be an increase in insurance premiums although they are trying to keep it as low as possible. They are working on a new program using a swipe card for co-pays at the doctor's office and prescriptions that will automatically come out of flexible benefits accounts. Watch for your insurance packets later this summer for details.

## **Staff Discounts**

You work hard for your money – so why not take advantage of opportunities to save some! As a staff member at UTD, you are eligible for numerous discounts both on and off campus by way of your Comet Card.

On Campus – Working at UTD provides you with several ways to save money on merchandise and entertainment alike. The following is a list of some of the places on campus that you can take advantage of a staff discount:

Info Depot - Here you can purchase discounted movie tickets (AMC, UA, Cinemark are \$5.50; Loews is \$4.75) and various seasonal tickets (Six Flags, Hurricane Harbor, Scarborough Faire).

UTD Bookstore – Staff members get a 15% discount on any merchandise (not including textbooks).

Arts and Humanities – Staff members presenting a UTD ID get a \$10 discount on one ticket per event.

Athletics – Free admission to most UTD student events.

As an employee, you can also get great discounts on computers and software. Go to <http://www.utdallas.edu/ir/tcs/> to find links for UTD discounts on Dell computers and Microsoft software.

Off Campus – Many area businesses have UTD discount programs in place. The types of businesses range from restaurants to tax preparation and from apartments to car service and more. The Student Government Association (SGA) here at UTD has developed the Student Business Alliance, which is a cooperation between SGA and local area businesses. Participating businesses offer discounts on services and merchandise to students, staff, and faculty, and in return SGA provides them with free advertising on campus. A complete list of the participating businesses, including addresses and phone numbers, can be found on the SGA website at <http://sga.utdallas.edu/sba/index.html>. A small sample of what is available to you is listed here:

Crescent City Beignets—10% off purchases.

Sonny Bryan's Smokehouse—20% off purchases.

Qdoba Mexican Grill—Free drink with purchase of entrée.

Pavillion Cleaners—40% off dry cleaning.

Bridgestone Firestone—10% off tires and service.

The Gallery Apartments—10% off rent, 1/2 deposit, no application fee.

Golden Photo Studio and Lab—20-50% off all services

Make sure to check out the SGA website for more information and for the complete list. For most of these places, to get the discount you will need to show your UTD ID card (your Comet Card).

## **Presidential Search Committee Update**

My fellow staffers, I wish to report that after what seems like a very long time the committee has actually met...twice. As I have reported to the Staff Council, the first part of the search goes much slower than the last. Collecting the names and resumes of interested and qualified candidates is a very time consuming job. Many people at many levels are working on getting us the best pool of candidates possible from which the committee can choose a select few. Those few names will be sent on to the Board of Regents for final review and appointment.

Once these few candidates are identified the process should move rather quickly so as to protect the privacy of said candidates and, as the fisherman might put it, once there's a nibble on the line working quickly gets the hit.

On March 22, at the second meeting, I had my first opportunity to speak on behalf of the entire UTD staff and voice many of your ideas. I reported to the committee that the staff was one hundred percent dedicated to the goal of UTD becoming the best research facility in the state and a tier one facility recognized internationally. I also relayed our concerns regarding sufficient resources, including the human kind, being available to make the goal a reality. I mentioned staff morale, the importance of staff being considered a true part of the university team and treated accordingly, and that financial incentives, while important, are not the only way to enlist our loyalty; respect, consideration and true appreciation work well, too. Next meeting is May 10. The search goes on!

Betty Loy

## **Balloon Sales**

The Staff Council is happy to report the Valentine's Day balloon sales were a wonderful success, with a total profit of \$1021.00. We would like to thank everyone who helped in sales, all who made purchases and those who made donations to benefit staff scholarships.

## **New UTD Web Site**

On May 3, the University Web Services team unveiled the new UTD web site. This new UTD gateway redesign includes 100 high-traffic web pages, including the UTD/Google search engine, office and people directories, the A-Z index, the academic calendar, course listings, the tuition and fees tables, and the entire Enrollment Services Web site. The new home page includes spotlights of UTD Web pages, a research news item, a "student essentials" area with timely links for the students, as well as the press releases and events from the old home page. The new pages include more high-quality, recent photography of the faces, buildings and laboratories around campus. If you maintain a web page with links to the old pages or you have bookmarks to the old pages, you do not have to change your links. All the new pages use the same filenames as their old counterparts.

## Coffee with the President District 4 Coffee

March 25—Dr. Jenifer said the university has come a long way since he has been president but it is time for fresh leadership to bring UTD to the next level. UTD will never reach that goal without quality faculty and research. Academics must be heavily funded to attract top-notch faculty in order for the university to grow. A tier one university brings in more funding, but it takes a large investment up front. There are a lot of politics involved in becoming a flagship university, current flagship universities feel they lose status when another university is elevated. Dr. Jenifer supports Student Life and Athletics and recognizes extra-curricular activities play a large part of student satisfaction.

Dr. Jenifer realizes we all work hard because budget constraints have hindered adding personnel. He pushed for the raise last January and the merit raise this September. Though the university is growing, the mix of students has changed and less graduate and international students impacts the funding formula. Dr. Jenifer hopes the transition to the next president will be smooth.

## District 5

April 22—Dr. Jenifer started the meeting by discussing new projects underway on campus. At this point the Phase 8B apartments are under construction. The location of the new parking garage will be east of the School of Management and the ground breaking is unknown at this time. Due to construction in the mall area, replacing the tiles in the mall is being reviewed. UTD will not be purchasing the Kodak building but has a contract pending on the Gnubi building at the intersection of Waterview and Synergy, across from the Practice Tee. Subject to the Board of Regents approval, this may be the new location for the occupants of Founders since that building is in need of renovation. Physical Plant started a sewer project to solve drainage problem on the north side of campus. This project will span at least 90 days.

Dr. Jenifer said UTD is seeing a change in the student mix resulting in more undergraduates. He expects fall enrollment to reach 14,000 or possibly more. Also in September he expects a 3% merit pool for staff.

A health services website was requested for employees to exchange doctor information, but the staff was advised that this was not plausible.

Future possibilities may include a DART Station from the north side railroad to the UTD main campus and an arena on the north side of campus. This would help retain a positive appearance of the campus.

The coffee came to a close with Dr. Jenifer thanking everyone for their time.

## Summary and Conclusions for the Spring 2004 Staff Council Training Survey

by Mark Mitchell

The Staff Council Development Committee recently sponsored a survey asking respondents to state their preferences for technical training delivered by the Technology Customer Services department. Results from the survey were mixed, with no definite preferences for subject delivery methods, depth of content or times. Subject matter was a different story, with several subjects drawing more attention than others.

Respondents were evenly divided on the issue of workshop length, with half preferring 90-minute workshops as opposed to half-day workshops. This was also the case with subject matter – half of those responding to the survey asked for a wider variety of subjects, while the other half requested more depth instead. Another topic that drew a divided response: morning workshops versus afternoon workshops.

Workshop topics that attracted the most interest centered on the Microsoft Office suite of products (Access, Excel, PowerPoint and Word). Also of interest were Outlook, FrontPage, Adobe Photoshop and Adobe Acrobat.

Staff can expect two major changes in training for the coming year. The first change is in our training media – instead of requiring departments to purchase printed books for workshops, the training manuals will be available online to faculty and staff in electronic format, free of charge. You will be able to download and print entire manuals or sections of manuals for Microsoft Office, FrontPage and Outlook, with other documentation to follow. The second change involves personnel – TCS is currently in the process of hiring a new instructor to replace Bill Bond, who retired January 31 of this year. The new instructor and I will cover Microsoft Office as it was presented in the past, and we hope to increase the number of workshops taught while reducing the cost to little or nothing. We'll also offer Outlook and FrontPage workshops, as well as workshops on other topics as needed.

Mark your calendars for Information Resources'  
Fall Technology Fair  
November 11 • Student Union, Galaxy Rooms

Daniel Calhoun, Chair  
Trudy Muller, Secretary  
Andrew Aquaturo  
Lisa Garza  
Roberta Green  
Gayle Holt  
Jackie Long  
Betty Loy  
Ramona Metcalf  
Emebet Sahle  
Christina Sharpling



Brought to you by the Staff Council  
Communications Committee

Contact us at [staffcouncil@utdallas.edu](mailto:staffcouncil@utdallas.edu)  
or visit our website at <http://www.utdallas.edu/utdgeneral/staffcouncil>

## **Employee Changes**

### **New Employees**

#### **March 2004**

Ta'Mara Brown, Enrollment  
Siddharth Chhikara, Research Admin. & Sponsored Projects  
Jennifer Colburn, Admissions  
Kambri Gross, School of Management  
Angela Ivey, Payroll & Tax Compliance  
Serenity King, Library  
Wei Li, Natural Science & Mathematics  
Joseph Miller, Media Services  
Chu-Hua Mou, Library  
Cassini Nazir, Executive Vice President & Provost  
Cheryl Pagulayan, General Studies  
Oscar Sanchez, Human Resources  
Margaret Swigert, Undergraduate Education  
Al Torres, Arts & Humanities  
Nicole Valentine, Computer Science  
Thomas Watters III, Executive Vice President & Provost  
Shuangluo Xia, Natural Science & Mathematics  
Xiao Yao, Natural Science & Mathematics

#### **February 2004**

Christopher Dickson, University Police  
Debra Dougherty, Electrical Engineering & Computer Science  
Karen Gray, Admissions  
Leslie Harper, Research Administration & Sponsored Projects  
Becky Hetherington, School of Management  
Lee Holcombe, Green Center  
Jennifer Houchin, Network & Unix Services  
Sharon Moore, Records & Registration  
Stephanie Nyman, Center for Lithospheric Studies  
Ariana Paraschiv, Center for Quantum Electronics  
Patricia Patton, Student Health Services  
Kimberly Phillips, School of Management  
Deborah Sellars, Career Center  
Julie Spanos, School of Management

### **Retired**

Billy Blake  
William Bond  
Gail Eubanks  
Madeline Farry  
Rosemarie Fuller  
Bruce McXCormick  
Beverly Payne  
Vernon Porter  
Jean Stuart

### **Deceased**

Robert Davis  
Mario DeSimone  
George Humfleet  
John H. Johnson  
Constance Kraus  
William Strater

## **New Fundraising Committee**

At the April 14 meeting, the Staff Council agreed to add a new Fundraising Committee to the three existing Staff Council standing committees. This new committee will be tasked with designing and proposing activities to raise funds for the Staff Council Scholarships. This committee will coordinate the annual balloon sales in February and the poinsettia sales in the fall, as well as the ongoing fund drives, such as the inkjet recycling and the cook book sales. This change will allow for the Benefits Committee to focus fully on staff benefits and not divide their time raising scholarship funds.

## **Generation X Project**

The U. S. Department of Labor, division of the Women's Bureau, has commissioned the Galerstein Women's Center to develop an interactive, web-based curriculum, designed to educate Generation X women, between the ages of 22-35, about financial security planning. This segment of the population was researched by the government as inadequate in practicing financial planning.

The 300 participant, nation-wide pilot program, called WISEUP, which launched in February 2004, tests and evaluates the on-line course. The final product, which will bear the UTD seal, will be available by fall 2004, for distribution to educational institutions for classroom use, civic groups, professional organizations, fraternal groups, women-owned small businesses, or any organization with a commitment to expanding their knowledge of financial matters.

The project consists of on-line and classroom version design and development, including a workbook and "How to" Handbook. The curriculum content includes eight modules on Money Basics, Becoming an Investor, Achieving Financial Security, Credit in a Money World, Money for Life, Money Math, Insurance and Risk Management, and Savings Basics.

A curriculum writer, technical writer, graphics designer, technical project coordinator, and student workers were hired to maximize the project's professional design.

### **Every little bit helps!**

It seems there are never enough hours in the day to get everything done, including exercise. Taking time for yourself and fitting in some physical activity will help you be more productive, feel more energized, and help you sleep better at night. Here are a few tips to help you get more activity into your day:

- Take the stairs as much as possible, use a restroom on a different floor.
- Set an alarm to go off every hour to remind you to breathe from your abdomen, not your chest. Also, get up and move for a few minutes. Even if you just roll your shoulders and stretch your legs, you will feel more alert.
- Use a pedometer to keep track your steps and aim for 10,000 steps per day for heart health.
- Take a walk or go to the Activity Center at lunch.

Remember, every little bit helps, so get moving!

By: Kristie Westmoreland, M.P.H.