



THE UNIVERSITY OF TEXAS AT DALLAS

Erik Jonsson School of Engineering and Computer Science

ECS Dean's Staff Advisory Meeting - MONTHLY

November 17, 2021 @ 2pm

CALL TO ORDER

- Betsy Willis, Staff Advisory Chair called the meeting to order at 2:02 pm

WARM UP QUESTION – What is your go to distraction when you are procrastinating?

APPROVAL OF PREVIOUS MEETING MINUTES

Motion to approve the October 27, 2021, meeting minutes was made by Don Proeschel. The motion was seconded by Kaysi Hendley. Vote was unanimous to approve. Minutes for the October meeting were approved.

AGENDA ITEMS

Committee Reports

- *SOCIAL COMMITTEE – Suzy Newsom, Chair*
 - Several events including Community Service, training events, social events and seeking input from others
 - Plan to start activities by Fall of 2022
- *PROFESSIONAL DEVELOPMENT – Don Proeschel, Chair*
 - Shared Professional Development Materials/Resources – Library of PDF files that are free downloads in a variety of areas
 - Can be at own pace for self-study



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GROUP DISCUSSION

- **Discussion with Dean Adams**
 - *How do we make ECS a GREAT place to work? What does this look like to you? How do we implement this if it does not yet exist in your area?*
 - More opportunities to meet with higher leadership members in a small group for discussions – to get to know each other, boost morale, discuss ideas for department
 - Elaine Pearson has been working with ASO's to bring the other department group's together
 - *How to foster a more collaborative workplace? What does collaboration look like?*
 - *Value of ALL employees...never refer to anyone as "just a ____"*
 - All employees play a critical role in making the organization a success
 - Josh Summers has made an initiative in all areas using staff, not there to take minutes, there to be a part of the committee and contributing members

CONTINUED DISCUSSION from October's meeting

- Where can you find salary pay range for each job title?
 - There should be a process in how we progress in our jobs
 - Dean Adams will work with her team to discuss how we can move forward with job progression
 - This is what happens currently with Faculty
 - Some way to identify specific skills that are needed and mapped to those job titles, to make you eligible
 - Dean's office is currently working on this and streamlining the process for how this happens
 - Opportunity for both Social/Professional meeting to network to see what other areas are doing in the school with colleagues

REMINDERS

University Staff Council survey is out and attached to agenda

Next Staff Advisory meeting is December 15, 2021

ADJOURNAMENT

The meeting was adjourned at 2:50 pm