

SUU Staff Association
Meeting Minutes

August 18, 2004

3 p.m.

Admission's Conference Room

In attendance: Annette Murray, Barbara Rodriguez, Lauri Lamb, Stacia Thomas, Shon Spevak, Casey Bowns, Paula Alger, Kim Ille

Not in attendance: Dale Orton

Call to order. First order of business discuss agenda items.

Agenda items:

1. Fall social update: social was announced on the SUU electronic bulletin board and at the new staff welcome. All staff to be invited including executive staff, Provost, VP's and President. Service award plaques to be awarded at social. Motion made, seconded and approved to wait until all door prizes were gathered before using budgeted resources to augment prizes. Total budget for meal is \$4,500 for 200 attendees.
2. Welcome Week: Annette reported that the welcome week activities begin Friday, August 27. Handout provided which detailed the week's events. Welcome week committee members are Mindy Benson, Neal Cox. Micah Keith and Ashley Talbot are the student members.
3. Financial Report: Lori reported on the 03-04 budget. Following is a breakdown of appropriation and expenditures

Staff Association Expenditures
2003/2004

Opening Social	
Food	\$1900.00
Door Prizes (Opening Social)	\$ 330.00
Prizes & Awards (Clark & Linford)	\$ 813.00
Travel (Brian & Jill)	\$ 137.99
Motor Pool In-State (Brian Foisy)	\$ 359.43
Plants & Flowers	\$ 365.00
Dues & Fees (UHESA)	\$ 150.00
Dues & Fees (Conferences & Seminars)	\$ 90.00
Supplies:	\$ 75.93
(Gifts for opening social entertainer, bookstore)	
Food Service (Staff Garden Clean-up)	\$ 400.00

Total Spent

\$4621.35

4. UHESA update: UHESA paid for conference hosted by SUU on August 5 & 6. Staff has not historically done much with Legislative actions. Utah higher education has 26,000 members for a potentially strong voice. Salary equity is a critical issue.
5. UHESA's goals for this year:
 - Have a recognized, active voice in all legislation that affects higher education.
 - Review of Death Benefit for single staff members who contribute to State Retirement
 - Information will be gathered regarding a state-wide tuition waiver benefit We need to have two representatives from SUU who will serve on the UHESA legislative committee. These names are to be submitted by September 15.

Motion made, seconded and approved to table this issue until the next meeting, but an email will be sent out to see who would be interested.

6. Budget:

Barbara asked if we could establish a budget for this year. Perhaps we need to prioritize where monies are spent.

Stacia suggested that we ask the staff what they would like the committee to accomplish.

This brought up the issue of having a staff questionnaire/survey to determine staff priorities. Each member was asked to provide a list of pertinent questions for the next meeting.

An announcement to staff during the social will be made to alert staff that a questionnaire/survey will be forthcoming.

A motion was made, seconded and approved to table a proposed agenda item requesting that SUU pool usage be free to staff as an additional benefit. This item will be placed on the survey for staff input.

Scholarships were to be an additional survey item. Annette will ask Human Resources about procedures, methods and potential contractual limitations for payroll deductions for scholarships

7. Motion made, seconded and approved to table creation of association mission statement and creation of three committees as outlined in bylaws.
8. Motion made, seconded and approved to adjourn.

Next meeting to be held Wednesday, September 15, 3 p.m. in the Admission conference room.