

**STAFF ASSOCIATION EXECUTIVE BOARD MEETING  
MINUTES**

**Student Services Conference Room  
JULY 25, 2006  
3:30 P.M.**

Attending: Mary Jo Anderson, Jeb Branin, Suzanne Brinkerhoff, Eric Tait, Bruce Tebbs,

Excused: Barbara Rodriguez

1. **POLICY CHANGES**

Policy changes will be voted on tomorrow, July 26, during the Board of Trustees Meeting to be held at Bryce Canyon. Jeb will be in attendance at that meeting. The Administration was receptive to many of the ideas presented and half of the items addressed will be in the proposal.

Items not included in the proposal:

- A written review at the end of three months employment.
- A three month extension for a staff employee on probation.

Jeb discussed a few of the policies -

- Classified staff or professional staff transferring from one department to another will be allowed to use vacation time.
- All in-house applicants must be contacted if they are not interviewed.
- A new employee will have ten (10) working days after the president signs the contract to negotiate a change in the contract.
- Executive staff are not subject to a probationary period because they are at-will employees.

2. **BUDGET**

The Staff Association requested an increase in the budget.

- \$1,500 to attend UHESA
- \$3,000 for Training Seminars
- \$1,000 for Incentive Training

A total of \$1,500 was received for attendance at UHESA and travel.

Jeb has met with both President Bennion and Interim President Stauffer to discuss budget issues. He was encouraged to work with Human Resources for the training seminars. Jeb will meet once a month with President Stauffer.

3. **SCHOLARSHIP ISSUES**

Last year at the Opening Social, staff employees pledged or donated \$3,000 for scholarships. A push will be made at the Opening Social this year for scholarship donations. A donation card will be given to everyone in attendance. Staff will have the option for a one time payroll deduction, an on-going payroll deduction, or a cash donation.

4. **OPENING SOCIAL**

Barbara Rodriguez was nominated to serve as the Opening Social chair. Bruce Tebbs will visit local businesses and ask for donations for door prizes.

- Certificates will be given for five year service awards. Plaques are too expensive.
- The Staff Association scholarship recipient will make a plea for donations for the scholarship.
- Jeb will reserve the Ballroom and ask the President for permission to have an extended lunch.

Adjourned : 4:30 p.m.