

SUU Staff Association

Meeting Minutes

July 9, 2008

I. Call to order

Bruce Tebbs called to order the regular meeting of the **SUU Staff Association** at **2:00 p.m.** on **July 9, 2008** in **Provost's conference room**.

II. Roll call

In attendance: Casey Bowns, Blaine Edwards, Bryant Flake, Adrian Gunter, Michael Humes, Travis Rosenberg, Bruce Tebbs, Jared Wilcken.

Excused – Pat Gardner

III. Welcome/Introduction:

a) Individual members introduced themselves to the group.

IV. Overview of Executive Board:

- a) Bruce discussed role and mission of the executive board.
- b) Travis introduced the Staff Associations Web Site, housing:
 - 1. By-laws
 - 2. Sub Committees
 - 3. Awards
 - 4. Events/Pictures

V. Outline and discussion of Subcommittees:

- a) Social Affairs – President, Chair and another executive board member needed.
- b) Salary and Institutional Governance – President, Chair and three members appointed by the University President and two members appointed by Executive Board.
- c) Web Development – Secretary, Chair and another executive board member needed.
- d) Professional Improvement – President, Chair and two executive board members needed.

VI. Call for Board Nominations to Subcommittees:

- a) Social Affairs – Travis nominated Jared Wilcken, Blaine seconded – approved.
- b) Salary and Institutional Governance – Travis nominated Adrian Gunter, Blaine seconded. Casey nominated Shauna Fay, Blaine seconded. Blaine nominated Sheri Butler as an alternate, Travis seconded – approved.
- c) Web Development – Travis nominated Bryant Flake, Blaine seconded – approved.

- d) Professional Development – Travis nominated Blaine Edwards and Mike Humes, Jared seconded – approved.

VII. Opening Social:

- a) Travis provided an update on plans for the opening social. A date has been set for September 9, 2008 and the theme will be oriental. The committee is taking shape and a budget was assigned of \$2,500
- b) **Discussion:**
 - a) Bereavement plants and the notification process – Travis will be introducing Adrian to the process – all requests will be processed through the Treasurer.
 - b) It was suggested that the Professional Improvement committee look at providing some training/education on the wellness program, an overview of operational tools/information on the University's web site, and the utilization of Plant.
 - c) Michael Humes suggested that instead of hanging recognition plaques on the wall in the student center that we could use the sign shop. He will be providing an example of how this concept would look.
 - d) Casey Bowns asked for an update on the 4 day work week as implemented by the governor. Travis said that being a public “supported” institution held us exempt in that the University could make its stand alone decision to participate. The discussion lead to some departments were able to allow employees working 4-10s while providing full coverage, but not all departments had implemented the idea.
 - e) Ongoing Staff Association Meetings will be held on the 2nd Wednesday of each month at 2:00 p.m. unless otherwise noted.

VIII. Adjournment

Bruce Tebbs adjourned the meeting at **3:00 p.m.**

Minutes submitted by: Bruce Tebbs

Minutes approved by: