

**SUU Staff Association Minutes
Wednesday, November 14, 2012
Library Conference Room 302D**

Attendance: Mindy Benson, Daniel Bishoff, Sheri Butler, Ron Cardon, Clarissa Crosby, Steven Irving, Tyson Kyhl, Julie Larmore, Sheri Lopez, Barbara Rodriguez, Shon Spevak

Absentees: Kristin Wiggins

Call to Order: Ron called the meeting to order at 11:00 a.m.

Items of Business

- I. Approval of minutes: Ron called for motion to approve October, 2012 minutes, Shon motioned and Julie 2nd the motion. All in attendance approved.
- II. Treasurer Report – Budget \$10,473.00 - spent to date \$3,992.13, commitments \$3,894.30, Available \$2586.57.
- III. UHESA Update – Julie & Sheri B. – talked about improving our relationship with the legislature. Dave Clark presented at the UHESA meeting on how to make relationships with our legislature, setting up time lines, etc. January we might start working on things for the following year. We need to up our time frame. **Ron is working with Linda on setting up meeting with them. Preference with time of meeting? Possibly 2 or 2:30.**
- IV. Training Committee Update – Daniel – There has been an improvement in the number of people attending the trainings. There has also been good feedback from the people attending.
- V. Staff Development Fund Update – Sheri B.
- VI. Sick Leave Update – Ron followed up with David. The president’s council has already accepted the current changes. David will keep our recommendations for the spring. **Ron will follow up with David around March.** There will be an automatic conversion done each year unless employee notifies HR that they want to opt out. Time converted will remain as taken from Sick Leave. Ron asked if we should push the fact with Dorian that we don’t want the conversion to be entered in banner as taken in Sick leave so it’s not counted against our sick leave. Ron mentioned that we should mention the fact that the time converted will be “taken” from sick leave.
 - a. Julie - Question about our Policy on FMLA 4-5 days definition of serious health condition policy 9.7. The wording isn’t clear. **Ron will forward the concern to David McGuire so it can be reviewed.**
- VII. Faculty Senate Discussion – Steve
 - a. Benefits
 - b. Life Partners

- i. Ron has said that it would probably be best to let the faculty senate run with it. Sheri B. - it's not only a faculty issue it is an employee issue. School of business said that Utah law does not recognize partners of the same sex. Faculty senate will be meeting twice before our next meeting. Staff Association decided to wait to hear from Faculty Senate.

VIII. Insurance Committee Meeting – next meeting is Monday, Nov. 19

- a. Issues you'd like presented or discussed:
 - i. Barbara asked why aren't cash paid prescriptions applied toward deductible? She also asked why we can't set the standards for our insurance where they have to count our cash payments toward the deductible.
 - ii. Proposal for incentive for employees that are double covered by SUU and another employer (through spouse) to drop one or the other. This would cut our premium costs.
 - iii. Possible annual incentive for employees that switched to HSA.
 1. Sheri B. mentioned that the Leavitt group has mentioned that they give their employees an annual amount.
 - iv. Other thoughts let Julie and Ron know.

IX. Welcome Wagon – Ron will be done with that this week.

X. Holiday Assistance Participation –Work with Community Engagement Center on the “Stuff the truck” event. They need used coats, new and unused gifts, cash donations. The event will be held November 27th and 28th. **Ron & Julie - To get staff more involved we could create a flyer to send out through campus mail.**

XI. Other

- a. Barbara found in deans' council that the staff association was not included in decision making on policies. Ron has talked to Bill Byrnes and we are now part of the approvers.
- b. Barbara - Staff merit pay in academics. What are the criteria?
- c. Barbara - Where are we with the new evaluation form? How is work measured? Between classified and professional. **Sheri L. is currently working on finding a possible software program for tracking.**
- d. Julie – Additional time worked during a week with a holiday doesn't count toward overtime because the employee didn't necessarily “work” more than 40 hours. Sheri L. explained that that would be considered straight time. Policy is being looked at and will be revised.
- e. Julie - Equity model plan for next year. Did we get year 2? **Sheri to check with Travis on status of year 1 and 2 equity increases.**

XII. Next Meeting: Wednesday, December 12, 11:00 a.m. at the Library

Meeting adjourned at 12:05 p.m.