

SUU Staff Association Minutes
Thursday, October 10, 2013
Registrar's Conference Room

Attendance: Julie Larmore, James Loveland, Brandon Rasumssen, Daniel Bishoff, Nellie Lee, Sonn Berrett, Paula Lambeth

Absent: Mindy Benson, Ron Cardon, Sheri Lopez, Barbara Rodriguez

Call to Order: Julie called the meeting to order at 11:05 a.m. and welcomed all.

Items of Business

- I. Approval of minutes: Julie called for motion to approve September 9, 2013 minutes, Nellie made the motion, Brandon seconded. All in attendance approved the minutes.
- II. Treasurer Report (Handout) – Julie
 - a. Budget Status Report as of October 10.
 - b. Julie noted \$560.00 has been reimbursed by UHESA.
 - c. James asked if all expenses for the Opening Social had posted. Julie confirmed that they have.
- III. Agenda Open to Staff – Jennifer Hunter
 - a. Proposed an on-campus, week long training in Excel, Access, Word and Adobe from an outside source. Possibly offering during spring break or Christmas break.
 - b. Cost would be \$3,439.00 for 30 people. The fee to be paid by Staff Professional Development Funds plus each attendee contributing \$100 from their department.

-James asked if faculty from Computer Science & Information Systems had been approached. Jen indicated they hadn't. Brandon suggested Laurie Harris.

-The IT office gets many requests for training in these programs.

-Jen was informed this morning that SUU will soon have access to free online training for Adobe Creative Suite.

-Brandon offered to research online training that is micro-gold certified and create a list that can be posted to the IT help webpage.

-Julie asked if we feel it necessary for someone to receive the training who could then train campus. The committee doesn't feel we can support the proposal.

-James said faculty and staff have the opportunity to take classes offered by SUU for free.

-Jen will also research training opportunities and contact Brandon with her findings.

- c. Julie will send out information today about the new software benefit for faculty and staff. The IT department has made it possible to purchase Microsoft Office and/or Adobe Creative Cloud for \$9.75 per year for use on personal computers at home.

IV. Welcome Wagon –

Paula visited Carrie Child prior to the September meeting, Nellie will visit Kevin Empey this week. Sonn visited Wendy Roberts and Sheri was not present to report.

- a. Georgia Goodson – Controller's (Nellie Lee)
- b. Deborah Staples – Student Involvement/Career Cage (Paula Lambeth)
- c. Mark Dimond – Admissions (Sonn Berrett)
- d. Jessica Burr – Admissions (Jessica isn't new as she previously worked for COSE for a few years)

V. Legislative

- a. Campus Legislative Forum (Potential Dates) – Julie would like to have a forum early, hopefully November 13, 14, 20 or 21 between 11-2 pm. However, it will depend on the legislator's schedule. Linda Liebhardt hasn't received any information but will look into it. Holly Bigelow is the contact. Linda will contact Brad Last, Evan Vickers, and John Westwood to see if they are available for any of the November dates. Linda will also contact Donna Law as she has been attending pre-meetings and may be able to look at voting histories of the legislators.
 - i. Issues from SUU - Julie asked what we want to accomplish with the forum.
 1. To have many in attendance
 2. To ask specific questions ahead of time and have them addressed
 3. Higher education is the largest employer in Utah. (Where does public ed. stand?)
 4. Balance between higher ed. and public ed. Raising tuition cannot always be the solution
 5. The possibility of shifting an area (such as roads) to a different taxable area so we are not competing for the same funds
 6. Is higher education a "user" or "contributor" to the community? (Those receiving higher education typically make higher wages which stimulates the economy)

Legislators do not have much influence on compensation; however, by bringing our issues to legislators they are prepared to comment as they maneuver through the committees they serve.

Sonn asked about soliciting for comments and questions on the SUU bulletin. We could then create a list to be given to and addressed by legislators.

VI. Staff Professional Development Requests

- a. First quarter requests were met. The next round will be brought to the board for review at the December meeting as the SPDF committee has been disband.

VII. Policy Updates

- a. Policy 5.56 Policy Development Authority – did not make it to the trustees' agenda. Dorian will see that it is added to the next meeting agenda.
- b. Policy 6.9 Supplemental Overload Compensation and Consultation - Julie
 - i. Policy applies to everyone, even though it is listed under the academic section.
 - ii. There is currently classified and professional staff teaching courses.
 1. How does that affect their workload?
 2. Nothing caps out a staff member
 3. Comp time, overtime, etc.

Motion to adjourn by Nellie, Paula seconded. Meeting adjourned at 12:00.