

STAFF ASSOCIATION
351 W. University Blvd.
Cedar City, UT 84720
www.suu.edu

SUU Staff Association Minutes
Thursday, August 14, 2014
Financial Aid Conference Room

Attendance: James Loveland, Julie Larmore, Camille Werner, Andrea Masterson, Camaree Staheli, Sonn Berrett, Casey Bowns, Stuart Bunker, Nellie Lee, Brandon Rasumussen, Jared Wilcken and Loralynn Felix(Library, Faculty Senate)

Call to Order: James called the meeting to order at 11:06 a.m. and welcomed all.

Items of Business

- I. Approval of minutes –
 - a. James called for motion to approve July 10, 2014 minutes; Stuart made the motion, Camille seconded. All in attendance approved the minutes.

- II. Treasurer Report – Camille
 - a. Bereavement Plants—suggestions were made to check with Ross Murdock about providing that service. Also James will check with Brad Brown in Purchasing to see about a Purchase Card that can be used to purchase Bereavement Plants if there is a need to go off campus for purchases.
 - b. Staff Professional Development Fund recipient Mark Diamond has not returned his form yet.

- III. Committee Updates/Assignments
 - a. Training – HR/Brandon suggested lynda.com as an excellent online video tutorial for Staff and will update the Faculty Senate at their next meeting on this program.
 - b. Parking Advisory--Camaree
 - c. Parking Appeals—Nellie will also attend Parking Advisory as well
 - d. Bookstore--Sonn
 - e. Insurance—James has received a complaint from a staff member regarding insufficient notifications, e-mails etc. from Human Resources with Insurance updates/deadlines. Suggestions will be made for better notifications.

- IV. Welcome Wagon
 - a. Thomas Gray--Head Softball Coach--Athletics (Sonn)
 - b. Paul Limpf—Assistant Track & Field Coach (Distance)—Athletics (Sonn)
 - c. Madalyn Fogg—Academic Advisor—University College (Jared)
 - d. Jenna Ayers—Student-Athlete Enhancement/Academic Coordinator (Jared)
 - e. Brandon Wright—Executive Director of Admissions—Admissions (Jared)
 - f. Katelynd Adams—Assistant Coordinator of Developmental Math—University College (Camaree)
 - g. Alisa Petersen—Program Coordinator for BTS ALP/Arts Fusion—Teacher Education (Camaree)
 - h. Brita Fosse—Pre-Doctoral Psychology Intern—CAPS (Andrea)
 - i. Kristina Johnson—Pre-Doctoral Psychology Intern—CAPS (Andrea)
 - j. Wade Arave—Admissions Recruiter—Admissions (Nellie)

- k. Colin Ward—Financial Aid Counselor—Financial Aid & Scholarships (Nellie)
- l. Jennifer Linford—Head Start Teacher/Advocate-- Head Start (James)
- m. James Sage—Associate Provost—Provost’s Office (Julie)
- n. Richard Saunders—Dean of Library Services—Library (Stuart)

V. Policy Review

- a. 6.9 – Supplemental and Overload Compensation to Faculty and Academic Administrators
- b. 6.9.1 – Faculty and Academic Administrator Consultation and External Employment
 - i. Policy allows “Teaching one, credit-bearing course per semester”, a write in “loophole” is suggested so that a supervisor could approve additional classes.
 - ii. James will ask the President’s Council to look at this policy and have changes made to it.

VI. Upcoming Events

- a. Inauguration September 12, 2014 @ 2:00 p.m.
 - i. All employees (Staff and Faculty) are invited to walk in the processional weather or not they have a degree. Cap and Gowns can be reserved through the Alumni Office free of charge. Processional robing and line up 1:00 p.m. @ Gilbert Great Hall.
 - ii. Campus will remain open and all Offices will need sufficient coverage.
- b. Opening Social—Wednesday September 24, 2014 11:30 a.m. to 1:30 p.m. Gilbert Great Hall
 - i. Jared Wilcken and committee will be hosting a Harry Potter theme. Staff will be encouraged to dress up to the theme. More information will be given at the next meeting.

VII. Staff Professional Development Fund

- a. Julie will e-mail all staff and remind them that the deadline to submit an application for this quarter is September 1, 2014.

Motion to adjourn by Sonn, Julie seconded. Meeting adjourned at 12:06 p.m.