

SUU Staff Association Minutes
Thursday, April 9, 2015
Registrar's Conference Room

Attendance: James Loveland, Sheri Butler, Jared Wilcken, Camille Werner, Andrea Masterson, Nellie Lee, Camaree Staheli, Sonn Berrett, Stuart Bunker, Brandon Rasmussen and Lorilyn Felix (Library, Faculty Senate)

Absent: Casey Bowns

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

Items of Business

- I. Approval of minutes
 - a. James called for motion to approve March 19, 2015 minutes; Camille made the motion, Stuart seconded. All in attendance approved the minutes.

- II. Treasurer Report – Camille
 - a. Staff Association balance as of April 9, 2015 \$1,889.27
 - b. Camille will see that Jocelyn's Floral receives payment for the Bereavement Plants that they provided and we will now get the plants from the Greenhouse on Campus. Jared will check with the Greenhouse about pricing and what type of plants are available.

- III. Committee Updates/Assignments
 - Parking Advisory-Camaree—No report
 - Bookstore-Sonn—No report
 - Insurance-James—No report
 - Parking Appeals-Nellie—No report
 - Training-Brandon—No report

- IV. Staff Professional Development Funding --Sheri
 - a. Staff Professional Development Fund balance as of April 9, 2015 \$9848.00
 - b. Camille is still waiting on letters from some of the applicants. After the adjustments have been made with the funding the balance will approximately be \$1500.00. Sheri reported that two of the recent applicants have not used the funds due to conference cancellations.

- V. Replacing a current Board Member
 - a. Casey Bowns has one more year to serve on the board and has asked to be replaced due to his time restraint with Motorpool.
 - b. Sheri called for a motion to hold a special election for a 1 year term, adding a 4th person to the upcoming elections. Jared seconded the motion.

- VI. Discussion of Policy 8.3.8 -- Overload Policy
 - a. The overload recommendation will be given to the President's Council on April 20, 2015.
 - b. 4.D.3 is being recommended to state the following.... Teaching up to 6 ICH (Instructional Credit Hour) per semester and limited to 1 course prep. Exceptions must be approved by the immediate supervisor and Vice President.

- VII. Staff Association Scholarship—Sheri
 - a. A special meeting will be held on Tuesday April 14, 2015 at 2:00 p.m. in the Library Conference Room to narrow the scholarship applications down to the top 10 applicants.
 - b. Camille reported that the current balance in the Staff Association Scholarship fund is \$5819.00, with \$1000.00 in the Endowment Fund. By September 2015 the balance should approximately be \$9000.00.

- VIII. Closing Social--Jared
 - a. The Closing Social will be held on June 3, 2015
 - b. Suggested budget for the Social \$1200.00/ Food and \$200.00/ Prizes. Money left over will need to be used to update and purchase plaques/signage.
 - c. Jared will check with Ross Murdock about the planting at the Staff Parterre Garden.
 - d. The new Staff Constitution and Bylaws should be approved so that Staff can vote on them at the Closing Social.

- IX. Staff Association Plaques
 - a. The Outstanding Staff Employee & Distinguished Service Award plaques need to be updated.
 - b. Sheri will get a list of recipients for Jared so he can contact Gem Awards with a price as to what the cost will be.

Motion to adjourn by Sonn, Camaree seconded. Meeting adjourned at 12:10 p.m.