

**SUU Staff Association Minutes**  
**Tuesday, September 1, 2015**  
**Yankee Meadows**

**Attendance:** James Loveland, Jared Wilcken, Camaree Staheli, Camille Werner, Stuart Bunker, Brian Fullerton, Linda Liebhardt, Di Adams, Laurie Garfield, Melanee Mariner and Loralyn Felix (Library, Faculty Senate)

**Absent:** Greg Turnbeaugh

Call to Order: Jared called the meeting to order at 11:13 a.m. and welcomed all.

**Items of Business**

I. Action Items

a. Jared: Let staff know they can subscribe to the UHESA e-newsletter	Not done
b. Jared: E-mail the Rules of Order comparison to the committee to review before next meeting. (At the next meeting make a motion which direction to proceed.)	Done
c. Camille: E-mail printout for Opening Social to committee members	Done
d. Camaree, Chair of Scholarship committee: Process addendum to bylaws	Not done
e. Stuart Bunker, Chair of SPDF committee: Process addendum to bylaws	Remove dates, minimum 30 days notice
f. Greg Turnbeaugh, Chair of Recognition committee: Process addendum to bylaws	Set dates, encourage staff to nominate, want input on changing questions
g. Jennifer and Linda: Welcome Wagon	Done
h. Jared: Staff Association Calendar Timeline	Calendar – Done Timeline – Not done
i. Jared: Letterhead	Done
j. All: Survey ideas to Jared by Wednesday, August 12, 2015.	Done

II. Approval of minutes - Jared called for motion to approve the August 4, 2015 minutes. Stuart made the motion, Laurie seconded. All in attendance approved the minutes.

- III. Roberts Rules of Order vs Modern Rules of Order
- a. Jared called for a motion to suspend Roberts Rules of Order, Melanie made a motion to suspend Roberts Rules of Order, starting now, for the next 3 months as a trial period, Loveland seconded.
  - b. In the future, consensus is needed for approval.
- IV. Policy 8.3.8 Supplemental and Overload Compensation for Staff and Non-Academic Administrators  
New policy for staff for teaching as NOT part of their regular job. Marvin sent new policy to Jared to review. Executive board is concerned with the change. Jared met with Marvin to learn how the policy came about. Laurie shared that Marvin brought it up in Dean's Council Monday, August 31, a couple of deans had issues and wanted clarification. Marvin will address issues and bring up a rewritten policy. When Jared talked to Marvin it was NOT going to get a 30 day review and go straight to the board. Jared requested they put it out for another 30 day period and promised that Staff Association would make a motion one way or the other about the policy and let President's Cabinet finalize the policy. Staff Association can take this opportunity to help shape the policy. We reviewed the policy and identified areas of concern for Jared to share with Marvin. As the policy is stated currently it is an ethics policy not an overload policy. Jared suggested to separate teaching overload from other work compensation, for example Jared working on GHA.  
IVA indebtedness to the university. This section should be reworded.  
IVD can't work enough to go from benefit non eligible to benefit eligible  
I can't teach all three sessions of summer under current policy.  
Be the staff association that gives recommendations.
- V. Treasurer Report – Camille
- a. SPDF no transfers for non-appropriate yet.
  - b. Increased benefits based on actual figures.
  - c. Overloads
    - i. President, President-Elect, Past-President, Secretary, Treasurer.
    - ii. All president positions paid out over 3 years.
  - d. Increased budget will be request for 2016 SY not 2015 SY.
- VI. Committee Updates/Assignments
- a. Training: Laurie  
Jared talked to Renee about co-chairing with Staff Association and Renee felt that was unnecessary. Renee is not a part of HR. Laurie is already on committee and she can just represent Staff Association. Laurie had a good discussion at the last meeting. Renee advertises Canvas for Online and those training sessions are geared for more faculty. Staff Association can suggest to Laurie to suggest to the committee training that is requested from staff.

- b. Inclusion and Equity Center – replaces multicultural center (LGBTQ, diversity etc), need a Staff Association member to represent on this committee. Melanee Mariner will sit on this committee.

VII. Iron County Bus Use

State Risk Management has decided – because of the Utah Supreme Court overturning governmental immunity (has been overturned the current cap of 2.2 million dollars), state risk management has said colleges can not rent school district buses. This effects 10 staff entities on campus. High school students cannot ride in a 15 passenger van which includes the new 15 passenger SUU vans (GHA, Success, Upward Bound, International, and Service). Charter a bus from LV is a couple of grand.

VIII. Welcome Wagon – already completed by the names on the right.

- a. Elizabeth Bowen, Pre-Doctoral Psychology Intern - Starts August 1, 2015 – Brian
- b. Nickolas Jones, Pre-Doctoral Psychology Intern - Starts August 1, 2015 – Brian
- c. Cynthia Davis, Director of Educational Outreach – Starts August 1, 2015 – Camaree
- d. Kaitlyn Jackson, Administrative Assistant II, English – Starts August 1, 2015 – Camaree
- e. John Lisonbee, Programmer Analyst – Starts August 1, 2015 – Loveland
- f. Jason Davis, Network Systems Administrator III – Starts August 1, 2015 – Loveland
- g. Jamie Wysong, Assistant Women’s Gymnastics Coach – Starts August 1, 2015 – Linda
- h. Jeffrey Richards, Assistant Women’s Gymnastics Coach – Started July 16, 2015 – Linda
- i. Kimberly Parker, Assistant Women’s Basketball Coach – Started July 16, 2015 - Linda

IX. Bereavement

- a. Camille sends the requests to the greenhouse and processes the payment.
- b. Jennifer had one in August for Janet Borg.

X. Thank you Letters – thank you letters from Brad & Kelli Brown and Joshua & Cassie Wiggins were received.

XI. Survey/Pre-goals

- a. Handout of the submitted questions
- b. Need to pick top 15 for scantron survey at Opening Social

XII. SPDF: September 1 round

- a. Karen Ganss – Approved
- b. Bruce Barclay and Trudy Widdup – Trudy no longer attending due to position change on campus, rather than resubmitting, remove Trudy’s name, cut funding request in ½ - Approved with revisions.
- c. Casey McClellan – Approved
- d. Jennifer Hunter – Approved

e. Michelle Thayer - Approved

XIII. Future Meetings

- a. October 6<sup>th</sup> meeting moved to October 13<sup>th</sup> in Shooting Star
- b. April 5<sup>th</sup> meeting moved to April 7<sup>th</sup> in Yankee Meadows

XIV. Opening Social

- a. Thursday of next week September 10
- b. Ballroom
- c. Family Fued

XV. Action Items

a. Camaree, Chair of Scholarship committee: Process addendum to bylaws share to Jen or Jared by September 22
b. Stuart Bunker, Chair of SPDF committee: Process addendum to bylaws to Jen or Jared by September 22
c. Greg Turnbeaugh, Chair of Recognition committee: Process addendum to bylaws to Jen or Jared by September 22
d. Jared: Find date for Festival of Excellence, reschedule April meeting, inform committee of both dates
e. ALL: Talk to staff about bus issue and bring suggestions
f. ALL: Top 15 survey questions to Jared
g. Melanee Mariner to let Jonathan Puente know she is the new Staff Association representative on the Inclusion and Equity Committee
h. Jared: Notify Renee Ballenger to just have Laurie sit on the Training Committee
i. Jared: create a meeting for all staff to provide feedback on policy 8.3.8
j. Jared: email all staff about this meeting, Board of Trustees, President’s Council, and UHESA Newsletter
k. Jared: Calendar timeline

XVI. Adjourn at 12:29 p.m.