



Website: [www.suu.edu/ad/staff/](http://www.suu.edu/ad/staff/)

## Staff Association of Southern Utah University

**President:** Barbara Rodriguez  
**President (Elect):** Stuart Bunker  
**Past President:** Jared Wilcken  
**Secretary:** Linda Bauer  
**Treasurer:** Jeremy Martin  
**Faculty Representative:** Loralyn Felix  
**Legislative Liaison:** Linda Liebhardt

**Board Members:**  
 Di Adams, Sr. Board Member  
 Brian Fullerton, Sr. Board Member  
 Lauri Garfield, Sr. Board Member  
 Brandon Street, Jr. Board Member  
 Tessa Douglas, Jr. Board Member  
 Dan Camp, Jr. Board Member

## Staff Association Board Meeting Minutes September 14, 2016 Alumni House, 3:00 pm

**Attendees:** Barbara Rodriguez, Stuart Bunker, Jared Wilcken, Linda Bauer, Loralyn Felix, Linda Liebhardt, Di Adams, Brian Fullerton, Brandon Street, Tessa Douglas, Dan Camp

**Excused:** Jeremy Martin, Lauri Garfield

### I. Approve Minutes from August: HELD

### II. Information/Discussion Items:

#### President's Report – Barbara Rodriguez

##### a. President's Council: *Presidents Council August 15, 2016*

1	Chief Diversity Officer- President's office is creating a new position-- likely a half time faculty reassignment-- to help develop diversity awareness, assist in introducing diversity into curriculum, etc.
2	International Affairs in now located in Zion A & B
3	Policy 5.22 has been distributed for review. This policy addresses the protection of different levels of data/information. Comments/concerns were to be to Marvin before Sep 13
4	Parking for adjuncts was still argued against by administration-- one strong talking point made by Administration was the need to consider all part-time staff, who also do not get parking passes-- if they give them to adjunct faculty it would only be right that they are given to part-time staff and that would be very taxing on the parking situation. Alternatives are to have no one pay-- it is just a "free for all". Charge everyone-- some students feel there is inequity that they have to pay but faculty and staff do not.
5	Next President's Council is on Sep 19, <i>agenda items need to be submitted by Sep 13</i> ; <b>Barbara will talk to President's Council about Reimbursement rates.</b>

##### b. Trustee's Meeting: *Trustee's meeting September 23, 2016*

1	Marvin Dodge reported on new building plans and the new Strategic Plan
2	Shakespeare Festival can now sell wine on 12 weekends in the summer-- only in the alcohol garden. They only have 12 permits and would need to apply for other permits. They also announced the play line-up for 2017
3	Provost Cook discussed a new sports management degree
4	Next Trustee's Meeting is on the Sep 23

##### c. UHESA: Would anyone like to be listed as an alternate in case Stuart and I cannot attend?

Linda and Tessa will be alternates

##### d. Dan Moye, Assistant Athletic Director

1	Would like to find ways for Athletics to connect with others on campus. If there is anything we need or that he can do contact him
2	<a href="tel:(435)586-7753">office (435) 586-7753</a>
3	<a href="tel:(503)475-2660">iPhone (503) 475-2660</a>
4	<a href="mailto:danmoye@suu.edu">email: danmoye@suu.edu</a>

**e. Review of duties and committee functions --timelines, etc.**

Copies of Staff Association Policies and Procedures and Bylaws were handed out and discussed.

**f. December Commencemnet**

There is talk of holding a December Commencement. We need to help educate students about aplying for graduation earlier.

**III. Action Items:**

**g. Assignments for Welcoming New Employees to Campus:**

**Assignment given to:**

	Matthew Goode- Las Vegas Admissions Advisor- Started 9/1/2016	Jared
done	Jennilee Thayer- Administrative Assistant II- Languages and Philosophy- Started 9/1/2016	Linda Leibhardt
	Michelle Hylton- Military Outreach- W. Coast- Started 8/22/2016	Tessa
	Raelyn Johnson- Teacher I (Head Start)- Started 8/16/2016	Stuart
done	Kristina Johnson- Staff Psychologist/Sexual Assault Response and Prevention- Started 8/16/2016	Bauer
done	Andrew Johnson- Assistant Men's Basketball Coach- Started 8/16/2016	Linda Leibhardt
done	Savannah Weaver- Accounts Receivable Specialist- Started 8/16/2016	Barbara
	Kasey Shakespear- Program Coordinator for Pre-Professional Students- Started 8/16/2016	Jared
	Natasha Johnson- Administrative Assistant II- Biology- Started 8/16/2016	Barbara
	Kendall Parry- Facilities Management Equipment Mechanic- Started 8/16/2016	Jared
	David Dyches- Deputy Executive Director for Aviation- Started 8/16/2016	Brandon
	Scott Inskeep- Veterans Certifying Specialist- Started 8/16/2016	Tessa
	Mindy Alderman- Teacher II (Head Start)- Started 8/1/2016	Stuart
	Giness DeLange- Teacher II (Head Start)- Started 8/1/2016	Stuart
	Lori England- Teacher II (Head Start)- Started 8/1/2016	Stuart
	Nicole Juarez- Teacher II (Head Start)- Started 8/1/2016	Stuart
	Jennifer Ririe- Teacher I (Head Start)- Started 8/1/2016	Stuart
	Shauna Slack- Teacher I (Head Start)- Started 8/1/2016	Stuart
	Brooke Taylor- Teacher I (Head Start)- Started 8/1/2016	Stuart

*Please let bauerL@suu.edu know if you have welcomed the new employees that are assigned to you.*

**IV. Ad Hoc Committee Assignments**

**h. Staff Awareness: Tessa Douglas - SUU Staff...Are EVERYWHERE!**

Tessa has taken most of the pictures and has most of the staff picked. She may need some help taking pictures.

**p. Parking Appeal Committee: Brian Fullerton, Chair**

Brian explained that there are three levels of excuses, and that his office goes by the guidelines that are outlined.

**r. Student Affairs:**

Everyone needs to interact with students. Kirby has planned 52 weeks of goals to help faculty and staff to help students understand what resources are available to them. We all need to communicate with the students that we interact with and engage them.

**V. REPORTS**

**j. Recognition Committee, "SUU Staff of the Month": Brian Fullerton, Chair; Dan Camp**

*Tammi Miller from the Communication Department is our Staff of the Month for October*

**k. Scholarship Committee: Di Adams, Chair; Brandon Street**

*Di is going to reaccess the scoring sheet for awarding scholarships.*

**l. SPDF Committee: Lauri Garfield, Chair; Tessa Douglas**

*Tessa and I have met and we are in the process of putting a committee together to oversee the SPDF. Currently, Karl Stevens, Heather Holmes and Jamie Campbell have agreed to serve. I am waiting to hear back from 3 others. We plan to meet next week to discuss the applications we currently have and to divide assignments up among the committee.*