



Website: 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
 Laurie Garfield, Sr. Board Member
 Brandon Street, Jr. Board Member
 Tessa Douglas, Jr. Board Member
 Dan Camp, Jr. Board Member

Staff Association Board Meeting December 14, 2016 Alumni House, 3:00 pm

Attendees: *Barbara Rodriguez, Jeremy Martin, Brian Fullerton, Dan Camp, Tessa Douglas, Linda Liebhardt, Loralyn Felix, Jared Wilcken, Di Adams and Linda Bauer.*

Excused: *Stuart Bunker, Brandon Street, Lauri Garfield.*

I. Approve Minutes from November:

II. Presentations, Information & Discussion Items:

a.	Salary Committee – do we want to set one up and have it as a standing committee (if so, will need to revise Article IV. Section 2 of the by-laws). Jared Wilcken will rewrite the bylaws for the new Staff Association Salary Committee. It will include an executive board member and a junior board member. President Elect would most likely be the junior board member to keep the institutional memory and events through the years fresh. We will have this committee in place as a standing committee, included in the bylaws. We need this so we are prepared when the issue is brought up. (Faculty has CUPA, per HR. Faculty's voice is being heard; Staff does not have a game plan. We want the National Guard mentality.)	Barbara Rodriguez
b.	Outstanding Staff and Distinguished Staff Awardee names due by March 3, 2017. Send names to Mindy Benson at bensonm@suu.edu. Brian Fullerton's committee will meet on Feb 1st, then schedule two more meetings to review and submit the awardee names to Mindy Benson on or before March 3rd.	Barbara Rodriguez
c.	Policy 5.56 Policy Development Authority (1st Review) – look it over carefully to be sure it meets staff needs also.	Barbara Rodriguez
	Contact Bonny Rayburn for a word document to work with to submit a policy change.	
	Two policies for possible revision:	
	<ul style="list-style-type: none"> Policy 9.4 Funeral Leave? Add grandchildren. And add leave with pay for a period up to four (4) days. Policy 9.11 Voting Leave? 	
d.	Community Engagement asked about developing or amending a policy to include "x" amount of time off allowed for service. Community Involvement should be monitored. People need to report back to staff association with a paragraph about what they did and how many hours of service were given. To serve the community is in our mission, therefore, we need to make it possible for staff to contribute to civic programs. Staff may need to report on what they did. Tessa will head up Community Involvement Committee.	
	Feedback and/or suggestions on how to improve the UHESA site (http://www.uhesa.org/). How can we better reference this site on the SUU Staff Association page?	Jessica Young jessicayoung2@suu.edu

III. President's Report – Barbara Rodriguez

e.	President's Council: November 21, 2016
1	Policy 8.2.5 Holidays – 2 nd Review.
2	FLSA – Policies were reviewed and submitted to Trustees (expedited to be implemented prior to implementation date of Dec 1st).
3	SUUSA Constitution revision- it was such a major re-write, they are slowing it down a bit and reviewing things a bit more carefully.
4	Department change name: PEHP now Kinesiology and Outdoor Recreation
5	President's Holiday Open House 4-6 pm, Wednesday, Dec 7th.
6	Next President's Council – Dec 19th.

f. Trustee's Meeting: December 1, 2016	
1	Policy 8.2.5 Holidays - passed as amended.
2	FLSA courts stayed, all implementation/approval of policy change put on hold.
3	Juniper site parking lot development- replacing loss of the Science building parking lot (Dewey). Gravel initially, spring 2017 something more permanent. Will start construction in January.
4	Discussions are proceeding to facilitate a "Seven Day a Week" campus.
5	Emergency Management Response- two new repeaters installed.
6	Safety improvements are underway for egress to 2 nd floor of Mountain Center.
7	Working with UDOT to add driver notification of crosswalk on 200 south with verbal commitment to fund a crossing control light between Eccles Hall and the Library.
8	Business building programming is complete. Construction is expected to start September 2017 and complete August 2018.
9	HR started a premium holiday for faculty and staff on the Traditional medical plan as those on HDHS plan received a \$500 contribution to their HDSA.
10	IT launched the new Admissions website.
11	Added new information to the CampusBird campus map to include locations of: external defibrillators (AED), emergency evacuation chairs, and Blue Light emergency poles.
12	IT Security: Rolling out DUO two-factor authentication with 100% participation by February 2017 and electronic access and video surveillance on the data center.
13	New features were released in the SUU app (available in Apple App Store and the Google Play Store). Jeremy.
14	Child/Family Development Center - \$2million donation from Sorenson family. Building will be across from the Multi-purpose Center—taking space of current parking lot and next two homes. This will provide child-care for campus, plus a training lab for education majors. Is on 700 West.

IV. Google Drive for Teams

Jeremy Martin, discussion.

V. REPORTS

i. Recognition Committee, "SUU Staff of the Month": Brian Fullerton, Chair; Dan Camp	
*	<u>We absolutely must have names for Distinguished and Outstanding Award winners by March 3rd.</u>
*	December 2016 Staff of the Month is Bob Ogie.
j. Scholarship Committee: Di Adams, Chair; Brandon Street	
*	The scholarship committee has nothing to report.
k. SPDF Committee: Lauri Garfield, Chair; Tessa Douglas	
*	The SPDF Committee will be meeting on December 15th, at 2p. We will be going over the applications for SPDF we've received for this next period of time. It was brought to my attention this week, that the guidelines for our committee have been updated, so we have been working under old information. Our committee will be updating the guidelines to make sure they are not in conflict with the Staff Association Bylaws, which were amended in Spring of 2015.

VI. Bereavement Plant Deliveries

I.	December - Brandon Street
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