

**Southern Utah University's Staff Association Minutes**  
**January 15, 2004, 3 p.m.**  
**Trustees Conference Room**

**In attendance: Casey Bowns, Julie Stevenson, Jill Ormond-Whitaker, Randy Humphries, Brian Foisy, Matt Barton, Paula Alger, Annette Murray, Laurie Harris**

**Excused: Dale Orton**

**1. Call to Order** at 3 PM

**2) Excuse members not in attendance:**

**3) Approval of Minutes**

Jill motioned to approve. Randy 2<sup>nd</sup>. Minutes were approved and will be sent to Jill to posting to the web site.

**4) New Business**

**a. Flowers**

Clarisse Lunt sent a "Thank you" for the plant while she was ill.

Julie will have flowers sent to Beverly Anderson whose father recently passed away.

Brian had received a copy of the response from Faculty Senate to President thanking him for the extra time off for staff which was very much appreciated. Brian will send a "thank-you to Faculty Senate.

**b. Budget (Attached)**

One half of budget was spent on Opening Social, but Board feels like it was money well spent as we had a terrific turnout. Julie will have encumbrances on travel cleared which will put about \$200 back in budget.

We still have "Spring Clean-up" and "Years of Service" awards to plan for, but even then we should have a contingency left of \$500.

**c. Staff Association Endowment**

Currently has a return of 2.268% which gives us \$1,300 - \$1,400 to award for next year.

**d. UHESA Discussion**

ListServe or BanCom request has been granted. UHESA will provide these options to those who do not have the money to travel to meetings.

The Board felt it was necessary for us to stay firm in our decision to request BanCom or ListServe rather than attend meetings. Felt money would be better

spent here on campus. Brian will send an e-mail back to Teresa re-emphasizing our desire.

**e. Creation of Staff Newsletter**

Do we want to create a newsletter? We feel at this time it is NOT necessary and would be a waste of time and money. We will continue to use the Staff Association e-mail list and the “Bulletin Board” and the if we have something that needs to go out.

**f. University Committee on Strategic Planning (Annette)**

University Committee is working on revising the Mission and Vision for the University. Committees have been selected and have been hard at work. Annette read us what is currently “proposed” and will continue to keep us up to date on their progress.

Please e-mail Annette if there are any suggestions for changes.

**g. Committee Assignments**

1. Spring Clean-up: Casey Bowns was nominated to chair the “Spring Clean-up”. Annette made the motion and Paula 2<sup>nd</sup>. Vote was unanimous. Casey will work with Chris and Dave to get dates. We will serve breakfast and then get to work.
2. Outstanding Male/Female Staff: Annette to chair. Committee should consist of: past recipients, current student, faculty representative, and emeriti staff member. Nominations will once again be done via the web.
3. Executive Board Nominations: Brian will put out nominations before April 2004 for replacements. We will also need to contact Faculty Senate for faculty rep.
4. Staff Association Scholarship: Dale Orton responsible to appoint chair and committee member.
5. Years of Service Awards: Cindy Mitchell will give us information about years of service as of June 30, 2004.

**5) Next meeting to be February 19. Laurie will send out an e-mail.**

**6) Adjournment** was at 4:05 PM