

SUU Staff Association Minutes

February 18, 2010, 11:00 am

Provost's Conference Room

Present: Julie Larmore, Bryant Flake, Travis Rosenberg, Lindsay Fullerton, Bruce Barclay, Mark Miller, Paula Mitchell, Mike Humes, Bruce Tebbs & Jeb Branin.

Excused: James Loveland

Items of Business

Approval of January Minutes:

- Paula motioned to approve the minutes as amended. Julie seconded the motion. All approved unanimously.

Convocation Committee Item (Jeb Branin):

- Jeb came to discuss the possibility of adding a distinguished staff lecturer within the convocation series. A faculty member brought the idea to him, so he wanted to bring it to the staff association board. To make this happen the following would need to occur:
 - Staff Association would need to form a committee to consider the applicants
 - Get the word out when staff members can apply
 - Approach the administration for funding
 - Work with Jeb for the scheduling for the applicant selected each year
- Travis assigned Paula Mitchell to research how the Faculty Senate handles this with the Distinguished Faculty Lecturer, and Bryant to check into the funding/honorarium.
- The Staff Association will discuss the findings at the next scheduled meeting.

UHESA Day at the Capitol Recap:

- Bruce B. announced that Jake went alone to the capitol for the UHESA day. He was the only representative for higher education from the Southern Utah area.
- The president sent an email outlining the current legislative session. The committee asked Travis to follow up with a thank you to the president to let him know how much we appreciate these updates.
- Bryant updated the committee on the initial budget situation for the University. Currently it looks like we will not be receiving any increases from the state, but we will not be cut further if the current situation holds.

Volunteer Leave Policy:

- Travis is working on sending the Volunteer leave policy as approved by the Staff Association to the President's Council meeting on March 1st. If it passes, it will then be scheduled for the March 26th Board of Trustees meeting. Travis will keep the committee updated electronically.

Upcoming Events:

- Scholarship (March)
 - Travis will send out an email Monday, February 22nd for the Staff Association Scholarship. He wanted to clarify that although students can submit letters of recommendation from faculty members, they must have one from a staff member. Staff cannot recommend students they are related to. Bruce T. will head this committee and needs to work on assembling the committee members.
- Years of Service Awards (April)
 - Travis is compiling the list. We estimate the overall cost for these awards to be approximately \$700.00.
- Annual Elections (May)
 - The annual elections will be web-based. Lindsay and Jill Whitaker will work to get this up and running for the election.
- Parterre Clean-Up (end of May)
 - This event is scheduled for Friday, May 28, 2010. Travis will work with Sharon Brown to figure out the budget/meal for the event. He will be coordinating this event.
- Website Overhaul (June)
 - Lindsay will be doing a basic overhaul of the staff association website. She will email the committee for suggestions and requests and will then go forward working with Jill Whitaker to make the changes.

Updates & Discussion:

- Bruce Barclay brought up a concern about supervisor trainings and the use of the Education Benefit leave time. The committee was asked to read the policy and bring suggestions to the next meeting. Julie will send Travis the paperwork they use in facilities to get an idea of how we could update the general form. Travis announced that David McGuire is working on a series of 12 trainings for supervisors. It was suggested the Professional Improvement Committee could help David with these trainings. This will be on the table for discussion at future meetings.
- The committee also revisited the request for the release time for working out as an option for employees not using the education benefit. Travis will bring this issue up on the Insurance Committee he serves on. Bruce B. would like to bring Nathan Ott, the director of the Wellness Program, into the discussion. After brainstorming ideas it was decided that Travis will follow up with the employee who made the initial request and the committee will keep this item on the table for discussion at future meetings.