

SUU Staff Association Minutes
July 13, 2010, 11:00 am
Registrar's Office Conference Room

Present: Bruce Barclay, Sheri Butler, Travis Rosenberg, Meaghan Cottam, Lindsay Fullerton, James Loveland, Paula Mitchell and Mary Jo Anderson

Excused: Ron Cardon and Emily Dean

Items of Business

Approval of June Minutes

- Travis Rosenberg motioned to approve the minutes as amended. James Loveland seconded the motion. All approved unanimously.

Expectations of this Association (Bruce):

- Bruce shared his expectations for this year's Staff Association General Board. They were:
 1. To have fun.
 2. To accomplish goals and be productive.
 3. To follow through when people/departments express concerns or voice complaints.
 4. To help facilitate the T-fit program.
 5. Have the members this committee be able to express concerns and ideas freely.

Budget Review (Lindsay):

- Lindsay provided a projected budget and a budget comparison from FY 2010. She announced that our estimated budget should be \$5,908.00 for FY 2011. Last year we moved \$168.00 remaining in the Salaries budget to Current Expenses. It was proposed to do the same this year. A motion to approve was made by Sheri. Travis seconded this motion. All approved unanimously. Bruce expressed the need to be careful about what we spend.

Opening Social (Sheri):

- A budget of \$1,500.00 to \$1,800.00 was proposed for the Opening Social. The date of Tuesday, September 14, 2010 was set for the Opening Social. 250 to 275 people are expected to attend this event. Sheri will form a committee. With the help of Bruce, Sheri will contact Casablanca/Virgin River in Mesquite for the golf and spa package. It was decided to have the students who were awarded the top two scholarships speak. It was requested that we

make sure the amount that the Staff Association donated to scholarships be added to the budget review. Sheri will contact Chartwells concerning the menu.

Overview of Responsibilities (Bruce):

- Bruce gave a brief overview of the responsibilities of our current committee and the sub committees, as well as the duration people will serve. (Please see attached.)

Committee for Campus Training (Paula):

- Paula provided a current list of the committee members and the responsibilities and topics. (Please see attached.) Randy Humphries is the IT employee over the training room and Brandon Rasmussen is the IT employee over the student labs. Sheri expressed the concern that some staff member's supervisors were not allowing them to attend these trainings. Travis stated that he had shared this information with David McGuire and that these concerns will be addressed.

Policy 8.1 Update- Exempt and Non-Exempt Employees (Travis):

- Travis gave an update on policy 8.1. He stated that we are going to make recommendations that will be taken to David McGuire. We do not want to change the policy, but condense and reduce to clarify so staff members will be able to better understand this policy. We are going to individually review this policy and bring back ideas for the next meeting.

Tickets to Retirees (Bruce):

- Bruce contacted Ken Beazer concerning awarding athletic tickets to emeriti of SUU. Currently there are only 9 emeriti that hold season tickets to athletic events and they are offered \$10.00 off per season sport per year. Ken did not want to devalue the tickets anymore thus no change will be made.

Website (Meaghan):

- Meaghan proposed updating our website to have a slideshow of recent photos on the homepage. Also posting the training schedule directly on the homepage with other upcoming activities. Also utilizing the SUU bulletin more effectively.

Procedures and Guidelines for the Staff Association (Bruce):

- Bruce proposed that we complete an updated procedures guide for our individual binders.

Miscellaneous

- UHESA-Travis, Bruce and Sheri will be attending UHESA this week. The agenda is on the UHESA website.

The next meeting will be Tuesday August 10, 2010 at 11:00 am in the Registrar's Office conference room.