

**SUU Staff Association Minutes  
Tuesday October 11, 2011 11:00 a.m.  
Library Conference Room 302D**

Call to Order: Sheri called the meeting to order at 11 a.m.

Welcome: Those in attendance: Tyson Kyhl, Sheri Butler, Jamie Orton, Christa Cardon, Ron Cardon, Mindy Benson, Kristin Wiggins, Steve Irving, Shon Spevak and Mary Jo Anderson.

**Items of Business**

- Approval of Minutes September 13, 2011: Mary Jo made a motion to approve the minutes from the September 13, 2011 meeting. This was seconded by Mindy Benson. Motion carried.
- Budget: The budget report was distributed by Jamie and then reviewed by the group. It is possible some funds will need to be used to purchase some additional bereavement planters.
- Training Committee Report: Mary Jo reported that “purchasing” was added to the November training. It was suggested that maybe some training on the basic benefits of employment (purchasing tickets, new life insurance) would be a good idea.

**Miscellaneous:** A discussion was held about some concerns that have come to the attention of this group regarding the Performance Appraisal process. There is such a difference between classified staff forms and professional staff forms that merit is very hard to determine. Possibly standardizing these forms would make the process easier. Members of this association will talk with other departments and get some feedback on what works and what does not.

Next meeting will be November 8, 2011 at 11:00 A.M. in Library Conference room 302D. Tyson Kyhl made a motion to adjourn the meeting. This was seconded by Mary Jo Anderson. Motion carried.

**ADJOURNED**