SUU Staff Association Minutes
Thursday, December 12, 2013
Registrar’s Conference Room

Attendance: Julie Larmore, Daniel Bishoff, Nellie Lee, Mindy Benson, Ron Cardon, Barbara Rodriguez, Paula Lambeth, James Loveland, Brandon Rasumssen

Absent: Sonn Berrett, Sheri Lopez

Call to Order: Julie called the meeting to order at 11:10 a.m. and welcomed all.

Items of Business
I. Review of Action Items from November –
   a. Welcome Wagon: Mindy made contact with Jessica Burr.

II. Approval of minutes –
   a. Julie noticed the Utah Legislature website address is incorrect. The change will be made.
   b. Julie called for motion to approve November 14, 2013 minutes, Daniel made the motion, Ron seconded. All in attendance approved the minutes.

III. Treasurer Report – Julie
   a. Julie reviewed the report indicating only change from last month was a $20 charge for the Legislative Forum.
   b. The account should soon receive reimbursement for the vehicle Bruce Barclay took to UHSEA meetings in St. George.

IV. Committee Updates/Assignments
   a. Training – Daniel reported the committee has set up trainings to begin in January through graduation. Summer trainings will be held only if a need arises. The 10:00 a.m. trainings have been discontinued with exception of Gmail and Tango.
      i. There has been a request for James to offer an Android training.
      ii. Brandon indicated he would like to do Google related trainings by College/Department. It seems to help if attendees are in the same area and on the same page.
   b. Parking Advisory – Julie indicated parking will move to facilities in February.
   c. Bookstore Advisory – Sonn wasn’t present to report. Ron asked Julie to have Sonn visit with Shawn Spevak in the ticket office. He has some great ideas such as offering SUU Adidas merchandise.

V. Welcome Wagon
   a. Patricia Palmer – Professional Pilot Program (Paula)
   b. Natasha Bartlett – Head Start (Beaver) (Julie will send an email)
   c. Erica Bascom – Theater Arts & Dance (Barb)
   d. Nathan Houle – Athletics (Daniel)
   e. Megan Jackson – Head Start (Barb)
VI. Legislative
   a. UHESA Day at the Capitol – February 6. Everyone is encouraged to attend.

VII. Evaluation
   a. The sub-committee has met and the discussion is on-going.

VIII. Staff Professional Development Fund Application Review
   a. Pam Branin, Blaine Edwards, Dallas Hall and Karl Stevens awarded full funding of $750.
   b. Becky Hogan and Adam Farsi were awarded $375 each as they had previous awards.
   c. Kim Roeder and Jennifer Hunter did not qualify for funding as they aren’t paid from E & G Funds.

IX. Policy Updates
   a. Policy 5.56 Policy Development Authority – will be on the agenda for the January meeting.
   b. Policy 6.9 Supplemental Overload Compensation and Consultation – No information yet.

VIII. Presidential Transition
   a. President Scott L. Wyatt will take the helm January 13, 2014.
   b. No plans yet for an inauguration.
   c. Julie will draft a letter to President Wyatt introducing the Staff Association and an invitation to join a monthly meeting. She will include our desire to form cohesiveness between staff, students & faculty.

X. Scholarships
   a. Should the application deadline coincide with campus February 1?
   b. Ron will put together scholarship parameters and send to the board.

Motion to adjourn by Barbara, James seconded. Meeting adjourned at 11:50.