SUU
Staff Association
SOUTHERN UTAH UNIVERSITY

President: Ben Johnson- Scholarships
President (Elect): Trisha Robertson- SPDF
Past President: Jim Shakespeare- Recognition
Secretary: Anu Tufuga
Treasurer: Chet Dalton
Faculty Representative: Steve Barney

Board Members:
Amy Sharpe, Sr. Board Member - Scholarships
Ron Cardon, Sr. Board Member - Recognition
Zachary Murray, Sr. Board Member - SPDF
Annette Murray, Jr. Board Member - Scholarships
Nellie Lee, Jr. Board Member - Recognition
Ralph Savage, Jr. Board Member - SPDF

BOARD MEETING MINUTES
December 09, 2019 at 1 p.m. in Sage Valley (HCC)

NEXT MEETING: January 08, 2020 at 1 p.m. in Sage Valley (HCC)


EXCUSED: Jim Shakespeare, Ron Cardon, and Amy Sharpe.

REVIEW ASSIGNMENTS/ACTION ITEMS:

- Approval of Minutes
- Complete monthly Staff Association hours sheet
- Welcomed new employees

I. Welcome new employees

<table>
<thead>
<tr>
<th>Name</th>
<th>Class Code</th>
<th>Department</th>
<th>Start Date</th>
<th>Assigned</th>
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<tbody>
<tr>
<td>Sean Guffey</td>
<td>Full Time</td>
<td>Aviation</td>
<td>12/1</td>
<td>Anu</td>
</tr>
<tr>
<td>Joshua Sites</td>
<td>Full Time</td>
<td>Aviation</td>
<td>12/1</td>
<td>Anu</td>
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<tr>
<td>Kristina Maine</td>
<td>Part Time</td>
<td>Business</td>
<td>12/1</td>
<td>Anu</td>
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<tr>
<td>Name</td>
<td>Status</td>
<td>Department</td>
<td>Date</td>
<td>Contact</td>
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<tr>
<td>Danielle Dominguez</td>
<td>Part Time</td>
<td>Rural Health</td>
<td>1/6</td>
<td>Amy</td>
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<tr>
<td>Seth Aiono</td>
<td>Full Time</td>
<td>Financial Aid</td>
<td>11/16</td>
<td>Nellie Lee</td>
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<td>Shelly Merrill</td>
<td>Full Time</td>
<td>Graduate and Online</td>
<td>12/1</td>
<td>Anu</td>
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<td>Kathryn Lewis</td>
<td>Part Time</td>
<td>Head Start</td>
<td>11/11</td>
<td>Nellie Lee</td>
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<td>Christine Healy</td>
<td>Full Time</td>
<td>Human Resources</td>
<td>11/1</td>
<td>Trisha</td>
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<td>Chlesea Howells</td>
<td>Part Time</td>
<td>Marketing Communication</td>
<td>11/4</td>
<td>Trisha</td>
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<td>Meredith Turner</td>
<td>Full Time</td>
<td>Online Course Development</td>
<td>12/1</td>
<td>Anu</td>
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<tr>
<td>Rachel Brindley</td>
<td>Full Time</td>
<td>Registrar</td>
<td>11/16</td>
<td>Chet</td>
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</tbody>
</table>

**REPORTS:**

I. President’s Council  
   A. Policy reviews are moving forward
II. UHESA  
   A. n/a
III. SPDF  
   A. Staff Association board passed SPDF changes
IV. Scholarship  
   A. Staff Association scholarship is live on the SUU website  
   B. Deadline is February 1, 2020
V. Recognition  
   A. n/a

**DISCUSSION ITEMS/FEEDBACK:**

I. Discuss the proposed SPDF changes  
II. Update on events committee  
   A. EC authorized the events committee to be assembled  
   B. EC will contact a few nominated staff to chair this committee  
   C. $1,200 proposed budget for this committee
III. Ideas on the verbiage for the Staff Association sign (mock-ups and SA logos)  
   A. Staff Association Garden  
   B. Staff Association Parterre

*Commented [1]*: I approve the proposed SPDF changes as written. I believe they give enough flexibility and encourages funding throughout the year. I would not be opposed to keeping the $1000 limit and instead revising the statement to state that the full $1000 amount is not a guarantee, but up to the committee for approved amounts. When the $1000 limit was placed, the committee still continued to award $750 per person. We could also switch the statement to a maximum amount per application/person, so that it was maybe $750 max per person's application, if we want to encourage attending more trainings? I'm fine with any of the above ideas.
C. Brief description of the space

IV. Bereavement Plant form update
   A. Do we want to use Amazon to send plants to remote employees?
   B. Form updated to ask if it needs to be mailed
   C. Possibility of treasurer having a Staff Association p-card to make necessary purchases (i.e. plant purchases via Amazon)
   D. Jim: Update form to include drop down option of providing recipient’s address

V. Update on Staff Association goals/changes
   A. Moving forward with staff parterre sign with Rainbow Signs
   B. Child care for staff
      1. Student based
      2. Based on availability
      3. Nellie meeting with Donna Law and Kathy Wyatt on 1/13 at 1pm
   C. Cashing out of sick leave
      1. Ben gathered information from the county and state
   D. Exploring ways to bring staff together
      1. Benefit fair/open house every month
      2. Staff to student mentoring program will be piloted in Spring 2020 (through Eric Kirby). Staff Association will keep connected with Eric to see what involvement we can have after the pilot semester.

ANNOUNCEMENTS:

I.

ASSIGNMENTS MADE:

I. Welcome new employees
   II. Staff hours
   III. Jim: Update form to include drop down option of providing recipient's address

BEREAVEMENT PLANTS:

Assigned months:
July-Anu August-Jim September- Chet October- Ron November- Amy December- Ben January- Trisha February- Annette March- Nellie April- Zach May- Ralph June- Trisha