Minutes

July 15 2:00 pm | Virtual via Zoom
Next meeting: August 12, 2020 2:00 pm

Discussion Points:

I. Welcome new board members; describe committees
   A. By-laws and procedures can be found on the website.

II. Vision for staff association - idea sheet Feedback document
   A. Starting to build based on feedback from staff surveys and Association constitution.
   B. Vision: Connect more frequently with the staff and be more involved with conversations on campus.
   C. Will continue discussion next month and through the rest of the year.
      1. Focus on sustainable initiatives
   D. Staff members are welcome to share feedback by emailing staffassociation@suu.edu

III. Returning to Campus Task Force (COVID)
   A. Trisha sits as our representative on this Task Force
      1. Feel free to share thoughts and opinions
   B. Encourage people to go to the University website for definitive information.

IV. Policy: Work at Home
   A. Please share any feedback with Trisha (staffassociation@suu.edu)
   B. Discussion on feedback
   C. If there are significant changes to the policy, Trisha will ask for feedback, be prepared to help gather feedback.

V. Diversity training
   A. A staff member requested we consider making diversity training mandatory like ADA and harassment training.
   B. Would a Safe Colleges type training be useful and valuable? Adam will find out what is available.
   C. Discuss the idea with colleagues.

VI. Police department changes
   A. Our role is to help pull the conversations with colleagues toward the fact that we’re early in the process. Look for positive suggestions, what are they concerned about? What would they want to see included?

President’s Council
Next meeting: July 27th 10 AM Zoom

Recognition
Goal is to recognize outstanding staff on campus in a monthly and yearly capacity. We want staff to know we care about them and that they make an impact on campus.

Scholarship
This committee works to narrow the applicant pool down based on resume, GPA, need, etc. They then interview, and award. Awards come from the staff association endowment and the scholarship staff give to through payroll deduction. Staff nominate students for these scholarships, applications open in November and decisions are made by/in March.

Officers
Trisha Robertson - President
Dan Camp - President Elect
Ben Johnson - Past President
Alison Adams - Secretary
Lisa Swanson - Treasurer

Senior Board Members
Nellie Lee
Annette Murray
Ralph Savage

Junior Board Members
Tiger Funk
John Lisonbee
Adam Wilcock

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Staff Association

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SPDF  
Staff Professional Development Funds  
$34,000 is available each year for staff professional development. This committee meets monthly to review applications and use guidelines and by-laws to make approval decisions.

UHESA  
Utah Higher Education Staff Association  
Next meeting: July 16-17 retreat  
Things to address: vacation year cycle, remote work arrangements, diversity training

Assignments:

I. **Staff Hours**
   A. Insert a note with total time and activities

II. **Board members to committees**
   A. Recognition - Nellie, Adam, and Trisha
   B. SPDF - Ralph, John, and Dan
   C. Scholarship - Annette, Tiger, and Ben

III. **Bereavement plant deliveries**
   A. During your month: reach out to the individual and send condolences then let them know they will receive a plant later.

Attendees:

**Staff Association Board**: Alison Adams, Dan Camp, Tiger Funk, Nellie Lee, John Lisonbee, Annette Murray, Trisha Robertson, Ralph Savage, Lisa Swanson, Adam Wilcock

**Guests**: Bethany Bibb, Pat Gardner, Jennifer Leard, Marci May, Audrie Porter, Belinda Singleton, Susan Wooten

Bereavement plant delivery:
- **July**: Ben
- **Aug**: Dan
- **Sept**: Alison
- **Oct**: Lisa
- **Nov**: Nellie
- **Dec**: Annette
- **Jan**: Ralph
- **Feb**: Tiger
- **Mar**: John
- **Apr**: Adam
- **May**: Trisha
- **June**: Alison

Learn more at suu.edu/staffassociation