1. **Budget Update.** Linda Makin reviewed the budget for fiscal year 2008-09 and projections for 2010-11. There is an increase of 2000 more students this semester with a 17% reduction in the budget totaling $11.6 million. $5.44 million in federal stimulus money was returned, which can be spent for one-time items. To accomplish the 17% cut, guiding principles were enacted, which she reviewed. The reduction resulted in 65 less positions – 4 executive, 27 faculty and 34 staff. Only four staff were involuntarily separated, and 19 left through the enhanced voluntary separation program. Reductions also impacted university goals including adjunct and advising ratios, and state funding, which now stands at 45% of total. Some state institutions are still implementing their reductions, including furloughs, which will result in media coverage, but UVU has completed all reductions.

Economic projections for Utah indicate an $850 million budget shortfall. Linda explained the actual revenue shortfall is $150 million – the rest includes cuts already taken and mandatory costs. Tuition revenue for this year looks good, although there was a reduction in international students that highly impacts the budget. There is potential for tuition increases in 2010-11, which we anticipate will be similar to past tuition increases and will be below 10%.

Principles for the 2009-10 budget include decrease of adjunct and advisor ratios, implementation of university initiatives, critical objectives that will impact enrollment growth, addition of little or no tax revenues, but increased tuition revenue. Our effort with the legislature will be to fund the Science Building, which can be accomplished by state bonding (bond rates are extremely good).

The budget message is UVU is in good shape and we are moving forward. Any questions can be directed to Linda Makin or Ellen Sweat.

2. **UHESA Letter.** Clint Moser sent to PACE Board the letter that UHESA is sending to legislators. Board members were encouraged to contact their legislators and have a conversation about the issues contained in the letter.

3. **Policy 402. Keys and Proximity Cards.** Tim Stanley explained this policy is a revision of a previous policy that was brought last year. Additions include fines for lost keys, master keys only for executives, and the approval process. Policy was approved to move forward with one comment to include IT access for master keys, along with Facilities.

4. **Report from Committee Chairs on Goals and Actions Plans.** Based on training conducted with committee chairs, each one was to take from the visioning activities 1-3 items that be accomplished within the next year. Mark Wiesenberg will approve all requests for individuals to work with committees.

Mike Moon presented his plans from the Employee Recognition/Years of Service Committee. One of his goals was to invite new employees who have completed one year of service to the Years of Service banquet, which would help foster better employee retention. This goal had much discussion, and Mike was asked to report back next month on
suggestions. Mark Wiesenber added we need to look at better exit information to find out why employees are leaving.

5. **Communication with Divisional List Serves.** Brett McKeachnie reported list serves are available for each division. He distributed a one-page summary of each division and who has access. He can be contacted to add additional names. He also distributed information sent in a newsletter to those in their division, which was very informative.

6. **Information from President’s Council and University Leadership Council.** Mark Wiesenber quizzed board members on President Holland’s three themes, which most were aware of. President Holland will be presenting to staff members next Monday, October 26 at 10 a.m. in the Ragan Theater.

7. **PBA Request.** Mark asked for suggestions for PBA requests from PACE that would impact all staff to reach university goals. Items noted include: funding for staff holiday social, staff equity, staff development funds, staff education funds, HR mentoring and training. Any further input should be sent to Mark.

8. **Holiday Social.** Shalece Nuttall reported she has scheduled Friday, December 18 for a holiday social. PACE Executive Board met with President Holland to discuss his direction. He suggested a community service project and pie social. PACE members were asked for suggestions for community service and those identified were: The Road Home (blankets, socks, hats, etc.), Food and Care Coalition, Women and Children’s Justice Center.

9. **Approval of Minutes.** September meeting minutes were motioned for approval by Shalece Nuttall and seconded by Becky Zabriskie. Approval was unanimous.

10. **Committee Reports.** Clint Moser distributed information on committee memberships and senator assignments.

**Salary Benefits and Equity**
Ellen reminded everyone to continue using generic prescriptions and limit emergency room use. The self-funded benefit fund is looking good. Also noted the Employee Wellness Program and encouraged everyone to go on-line and take the survey.

11. **Senator Reports.**

**Student Affairs**
They are developing an e-mail group to keep division informed and are also meeting with Cory Duckworth to coordinate things they can do as staff to help their division.

**Academic Affairs**
Academic Affairs senators have created a blog to collect information for the newsletter to their division.

**Advancement and Marketing**

**Administration and Legislative Affairs**
Along with setting up a divisional list serve they are sending paper copies of minutes and e-mails to those who don’t have electronic access. They have also developed a handout to let people know what PACE is and how to reach and use their PACE representatives.