1. **Policy 101. Policy on Policies.** Linda Makin reviewed Policy 101. Changes include: a) draft policies will have line numbering on side for easier reference, b) policy numbering will be in legal style, c) definitions are expanded, d) includes non-substantive and substantive revisions, e) temporary emergency policy has a sunset date which will not exceed 1 year and is non-renewable), f) defines university policy, g) lists hierarchy of policies, h) resolves disagreements on interpretation, i) has three approval processes – regular, temporary emergency and expedited.

Questions and comments include: a) 4.1.9 – word grievance should be replaced with appeal, addressed or considered, b) 3.1.8 - change word prescribes to prescribe, c) 3.1.7 – does this refer to all of PACE or just the PACE board – needs to be defined, d) 4.2.3 – should this refer “until new policy is in place” rather than “not to exceed”. Use same language as 5.8.6.1. e) Will flow charts be used with policy? They will be on policy web site, but not included with policy.

Tim Stanley will compile comments and report them to policy steward and also send them to PACE Board. Additional comments can be submitted to Tim within the next week, which will then be compiled and forwarded to the policy steward for final review of the policy at the September board meeting.

2. **Committee Membership.** PACE Executive Board will meet in the next two weeks to final committee memberships, and will report via e-mail.

3. **PACE Scholarship.** Last month the PACE board approved a PACE scholarship with funded provided by employees. A committee has been identified, and Carla Morgan has been asked to provide her expertise on scholarship. The following suggestions were made: a) scholarship recipients be continuing students, b) award to multiple students, if donations make this possible, c) include as part of the Faculty/Staff Campaign. Christina said there will be a box on the faculty/staff campaign form to check for PACE scholarship.

Question was asked if you can change your current donation. Employees can change their donation amount and location, as desired, d) Who will manage? It could be put under an existing PACE committee, a new committee could be created or current committee repurposed, e) Advertising. Information will be developed for use during the student fair in September, f) Margaret Bellon reported a sizeable donation was given to the university for scholarships and she will check to see if it can be used for this purpose.

4. **Staff Recognition Awards.** Mike Moon will head the committee. Alexis Palmer reported on discussion at university leadership retreat yesterday where it was discussed why we come to work each day and creating an environment where it is a pleasure to come to work. There was a great conversation about creating abundance in your job, and how to recognize employees in other ways besides monetarily. It was noted if the UWeC awards are re-instated they must be made meaningful. PACE Board members were
encouraged to read Policy 211 about employee recognition. Mike Francis will review the policy at the September PACE board meeting.

5. Planning for 2010-11. PACE President Mark Wiesenberg noted items of focus for PACE for 2010-11. They are - PACE scholarship, UWeC awards, developing a culture of recognition, reviewing policy, identifying committee agendas, and providing service. There will be further discussion on which specific items to give greater focus.

6. Committee Reports. PACE senator will be chosen to serve on each PACE committee.

Social. Many employees do not have the opportunity to socialize as part of their jobs, and Sherry Harward would like to have ways to provide these opportunities as part of PACE. She was challenged to be creative in providing social interaction without funding. Other ideas suggested were the holiday/service social, Summer University, staff development or educational brown bag events (such as a speaker to explain the legislative process).

Other committee will have more to report as the year progresses.

7. Senator Reports.

Development and Alumni. Their new vice president will begin full-time on September 1.

University Relations. Stephanie Albach is Val Hale’s new administrative assistant. They are working on the Scholarship Ball and a number of others events and publications.

Administration and Legislative Affairs. They have put together a list of employees in their division, but not all of them have access to computers. They are doing a monthly newsletter, and it was noted Bob Cheatham could deliver to custodial.

Question was asked whether part-time employees can vote for PACE board positions. This will be discussed at a future meeting.

Other divisions were encouraged to do similar communication with the staff in their division. One of the PACE goals is increased communication. The staff Omnibus Survey was referred to, where a large percentage of staff are not aware who their senate representatives are. Brett McKeachnie will update divisional lists.

Executive. Michelle Durham reminded everyone to let employees in their divisions know Parking Services is now located at 740 N and 1200 W (home on the corner). Parking hang tags can be requested online or over the phone if registration information has not changed.