PACE GENERAL BOARD MEETING
October 18, 2011
2 p.m. – SC 213a

PACE Board Present: Alexis Palmer, Mark Wiesenberg, Leslie Farnsworth, Dru Huffaker, Mike Francis, Karen Cushing, Beth Winkler, Tim Rowley, Ursula Sorensen, Ked Black, Kurtis Olsen, Pam Petro, Margaret Bellon, Marcy Glassford, Bonnie Andrus, Jolene Nuttall, Linda Moore, Marsha Haynes, Mark Leany, Sherry Harward, Mike Rogers, Amy Baird

Guests: Irene Whittier, Judy Martindale

1. Welcome and Call to Order. Alexis Palmer, PACE President, welcomed all board members and visitors.

2. HR Training.
   - Healthcare benefits – UVU has self-funded insurance. There were $1.7 million in claims during the past month alone. There are usually $16-17 million per year. Employee contributions don’t always cover costs. We currently have to draw from our reserves to fill need. The is a benefit committee comprised of two PACE members, two faculty senators, Irene Whittier (chair), Ronnie Price, Judy Martindale, and Mike Francis. Benefit packages are negotiated annually. If you have any further questions, email them to Alexis Palmer, who will forward them to HR.
   - Use of donation hours to other employees – Donation hours may be considered if a serious or catastrophic sickness or injury has taken place. Lindsay Astle in HR organizes pools with supervisors or the individual affected. Supervisor makes request to HR to begin a donation pool.
   - Equity pay policies – Equity means equal pay for equal work. Multiple surveys are used to determine equity pay. Right now we are paid at 95% of market.

3. Committee lists. Committee chairs were asked to send committee member lists to Alexis.

4. Legislative training for November. Val Hale presented a legislative training folder to the Board of Trustees. Alexis will be getting copies of the presentation to distribute among the PACE General Board.

5. Policy #524 – Graduate Credit & Transcripts/Stage 2 Policy Proposal. The Board was in agreement to proposed revisions. Any further comments should be emailed to Jolene Nuttall by Friday, October 21.

6. PBA Update. Our PBA presentation is now posted on the PACE website for review.

7. President’s Council Update. There are three issues to address as UVU continues to grow: 1) space, 2) customer service (community feel), and 3) budget issues. UVU is the largest university in Utah. For Fall 2011, 3,000 students enrolled but decided not to come. Our percentage of 1st time freshmen who had been out of school for a year has declined. President Holland will be pushing the legislature in the spring for a classroom/office building. Additional HR policies will be coming through for review which will have a great impact on PACE. These include corrective action, a new probationary period, and performance evaluation policies.

8. Senator Reports.
   - Ursula Sorensen, Academic Affairs. Received a note regarding need for improved campus scheduling. The note was anonymous. The note offered possible solutions to the perceived problem: more employees to schedule, new scheduling software, etc. The note will be forwarded to Val Petersen to provide a response. His response will come back to PACE. It is appropriate for PACE to be a support to staff and provide referrals for help.
9. **Committee Chair Reports.**
   - Amy Baird, Scholarship/Service. Day of service procedures have been summarized and were discussed. Further clarification and revisions are needed. Board was asked to review scholarship information and to send comments to Amy by Friday.
   - Sherry Harward, Social. Sherry proposed changing the Social Committee name to PACE Involvement committee. If this change is made, it would also need to be changed in the PACE bylaws. She is in the process of evaluating possible holiday celebration ideas. Possibilities include: a president-sponsored social, partnering with other groups, or a student appreciation for staff.

10. **Note:** There will be no PACE General Board Meeting in December.