

PACE GENERAL BOARD MEETING

January 15, 2016
1:00 pm - 2:30 pm
SL 114

Attendance

Present – Sherry Harward, Shalece Nuttall, Brett McKeachnie, Leslie Farnsworth, Mike Francis, Dalene Rowley, Darryl Pranger, Kirsten Nuesmeyer, Wesley Eldredge, Terrell Wyche, Darren Larsen, Jennifer Agla, Duane Lee, Joe Nettleton, Jill Crawley, Barney Nye, Mindy Swenson, Jason Rucker, Candida Johnson, Corey Callahan, Jacob Atkin, Irene Whittier, Marianna Henry, Kim Rollins, Giovanna Alisa, David Phillips, Ursula Sorensen, Jim Condie. **Absent** – Justin Ferrell, Dawn Burgess, Brianna Larson, Celena Patten.

Welcome and Call to Order

- Minutes for December Meeting were approved

Business Items

- State of the University Address - will be held on Tuesday, January 26, at 2:00 pm in the Science Building Auditorium. An employee social will be held immediately afterward in the Science Building Atrium. Light refreshments and t-shirts will be distributed to celebrate the 75th anniversary
- Performance Evaluations - will be administered in a new system January through March. See the HR website and UVAnnounce for training information
- Student Employee Email Concern, Candida Johnson - please remind supervisors to inform student employees that they should be checking their UVU employee email for important information; they can forward this email to an account they regularly check if desired
- PACE Scholarship Referrals – the online application deadline for students is March 1; Employee referrals are now submitted online on the PACE website; everyone encouraged to refer a student
- PACE Wolverine Club – we currently have 86 employee members; Polo shirts are coming soon
- Days at the Capitol - UVU's top priorities cards were distributed; Board members (and all employees) are encouraged to email their legislative representatives in support of UVU's needs (please use your personal email and respond as a citizen rather than a UVU employee)
 - UHESA Day - January 28, 9:00 am – 2:00 pm, Aspen Room
 - Higher Education Day - February 19, 12:00 pm – 1:00 pm, Capitol Rotunda
 - UVU Day - March 4, 12:00 pm – 1:00 pm, Capitol Rotunda

Strategic Planning

- Staff Education & Development Funds, Ursula Sorensen - Procedure guideline changes were discussed and a motion passed to accept all changes
- PACE Professional Development Forum
 - Most popular topics from survey were Networking Skills, Leadership, Negotiating Salaries, Personal Finance, Communication, How to Get Promoted
 - Date/Time/Location - determined to be the second Friday of each month from 2:00-3:00 pm in the Sorensen Student Center whenever possible
 - February topic will be Networking Skills presented by the Career Development Center
 - It was suggested that they sessions be recorded for off campus employees to view

- PACE Sponsored Wolverine Wednesday
 - The event will be held on Wednesday, February 10, 11:30 am to 1:00 pm in Centre Stage
 - We will have 5 tables set up with Board/Committee members with information about PACE
 - There will be a punch card for prize drawings; Jim will provide the prizes (Wolverine Pride)
 - Pie throwing at Executive Board Members will be available (tarps on the stage area)
 - The first 150 employees to arrive will receive free food
 - Jim will work with Dalene and other board members to provide a similar event for off-campus employees

Next Month's Strategic Planning

- UHESA "Bring a Friend to Finish" (BFF) Initiative
- Election process, proposed changes, and timeline

Senate/Committee Reports

- Involvement, Marianna Henry – Received positive feedback from the Holiday Social, food great, activity great, many requested we do the lip sync again. No survey will be sent out. 465 items were donated and taken to Food & Care Coalition
- Employee Recognition/Years of Service, Irene Whittier – Wolverine Sightings were up for December; Everyone is encouraged to nominate full- and part-time employees for the PACE Distinguished Employees Award; the deadline is Friday, February 12; the form is available in the PACE weekly email; the Annual Retirement Dinner is April 21
- Benefits, Corey Callahan – feedback taken to committee. Work in progress on plan design changes
- Bylaws/Procedures, Jacob Atkin – Time to update bylaws/procedures, we want to add the time commitment, meetings involved, etc. for each position

Adjournment

Next Meeting

Tuesday, February 23, 2016

1:30 pm - 3:00 pm

LC411A (Glass Conference Room at Top of Stair on 4th Floor of the Losee Center)

*New Date and Room Due to President's Holiday and Reading Day