

Minutes

February 20, 2018

1:00-3:00 pm

SL114

Attendance – Jennifer Agla, DaSheek Akwenye, Stephanie Albach, Andrea Calaway, Daniel Delgadillo, Stacy Fowler, Nathan Gerber, Kellie Hancock, Justin Hansen, Candida Johnson, Brett McKeachnie, Tena Medina, Trevor Morris, Bonnie Mortensen, Kristen Nuesmeyer, Katty Perez, Nikki Scott, Mindy Swenson, Craig Thulin, Valarie Wells, and Mark Wiesenberg.

Absent – John Bair, Jon Barclay, Cameron Evans, Gary Griffin, Beka Grulich, Darel Hawkins, Amie Huntsman, Linda Makin, Tanner McQuivey, Shalece Nuttall, Jason Terry, David Tobler, Irene Whittier, and Lisa Williamson.

Welcome, Approval of Minutes, Administrative Updates

- ***PACE Administrative AVP (Mark Wiesenberg)***: Spot staff awards were approved by President's council to be effective on March 1. Spot award will be for single outstanding work or project. It will be done through EPAF, run through payroll and be based on department budget availability. Mark will bring messaging that will go out to PACE. HR will also be facilitating and revisiting guidelines to recognize employees in conjunction with IRS regulations.
- ***Faculty Senate President (Craig Thulin)***: Reported on new initiatives including policy revisions and discussions on the academic master plan. Lindsay Gerber working with Kellie Hancock on the faculty goodwill transition.
- ***Minutes – January 16, 2018 minutes stand as approved.***

Policy Review

First Reading

- ***Policy 655, Jim Bailey, Graduate Faculty (revision)***. Revising policy to clear up language and issues. Comments due by March 9, 2018.

Business

Benefits Fair April 18 at 10 AM – 2 PM

PACE board signed up for times to be at booth (Tena Medina will be there the whole time). Will have postcard, swag, drawing, goodwill sign-up and signup sheet for anyone interested in PACE.

Marketing post card (Bonnie Mortensen)

Reviewed the PACE marketing postcard and recommended the following changes: add logo and employee events, change what we do to the other side, balance and center words under the four words, links in white, add part-time and full-time staff on front.

Holiday Schedule (Nathan Gerber)

Get feedback from your areas to see if there is interest in pushing to have a day off for Fall break instead of Spring break. Spring break holidays vary with the school districts, but Fall break is always around UEA.

Strategic directions, goals and planning (led by Nathan Gerber)

- More communication (leverage email by spotlighting new area and include a “did you know”).

- Trainings within the PACE board (suggested role and training spot checks throughout term, connect incoming without outgoing, and offer make-up trainings).

New Employee Orientation (Daniel Delgadillo)

- New employee orientation is changing to be online with a meeting of fun activities. Would like PACE to send 4-5 senators to partner with the new employees to play games. It would be every other week for ½ hour and could rotate participants so it wouldn't be a burden.

Committee Reports

Benefits (Jennifer Agla): Currently finalizing changes to the new-year benefits. Information will be at benefits fair. The committee, along with the consultants, have tried to find ways to make the benefits work for each employee even with the rising costs of medical and dental. There are several PACE representatives on the committee and they are very well aware of how every detail of the plan affects people's lives. Next year will be the medical portion of the RFP.

Bylaws/Procedures (Brett McKeachie): Wrapping up any changes to the constitution and trying to keep procedures up to date. Will sit down with executive board to wrap everything up. It is very important for outgoing members to keep incoming members up to date so they don't lose momentum or knowledge.

Election (Tena Medina): In preparation for the elections, has reserved iPad for the benefits fair and reviewing upcoming vacant positions.

Employee Recognition (Irene Whittier): 59 wolverine sightings for January.

Legislative Affairs (Stephanie Albach): Stephanie brought Steve Anderson to discuss the current legislative session and budget priorities.

- Higher Ed proposed 2% budget cut
- Student tuition waiver (Legacy waiver)
- Bills including free speech and students' rights
- UVU Day on the Hill - February 26th (Clock out and ride train / President honored at 10:30 AM)
- It's important you contact your legislators but NOT with your UVU email
- University Relations website has weekly updates or legislative web address is le.utah.gov

Professional Development (Daniel Delgadillo): March 9 professional development is advanced excel.

Service & Scholarship (Kellie Hancock): Met with committee and discussed growing the pace scholarship funds and talked to Lexie at the alumni house. A lot of people on committee still had tax letter going to the wrong place. Maybe it's time to do another big campaign and show people it's easy to change their donation. Push to send letter out. Wolverine day of giving campaign. We don't know what our opportunities are until you are in a position like this, trying to communicate out. Where PACE is endowed scholarship, it's based on the interest in the account. Depending on the market it can drop or go higher, maybe have more people donate to the fund. With the email Brett sent out. Discussed procedure for vetting for student scholarship. We don't want to give scholarship to someone who it is not appropriate to give it to them, so they will put it the procedures with Brett.

Wolverine Pride (DaSheek Akwenye): Working to promote wolverine pride and spirit. Shared some of the branded items. Will be mailing a wolverine pride postcard to all employees. Discussed possibility of wolverine trivia night with Adam McNeil and Garrett Nagaishi and decided that Summer University was a great opportunity. Discussed refreshments, teams of 4-6 people, history books, and prize for winning team. Also discussed possibly doing it online, in the program insert, rotating on screen during keynote speakers, two sessions, or during lunch for more participation. May need help with scoring if we do with larger group with more responses and could announce at Wednesday's lunch.

Important Dates:

- February 26 – UVU day on the Hill
- March 1 at 2-4 PM – Truth in Tuition Hearing
- March 20 at 1-3 PM – Next PACE Board Meeting
- If you have read the full minutes contact Stacy Fowler at ext. 6848

Minutes taken by: Stacy Fowler

Meeting adjourned at: 2:40 PM