

## Agenda

November 16, 2021 2:00-4:00 pm

SC 213c AND Teams

Invitees: Beka Grulich, Christine Peterson, Andrea Betts, Antonia Vazquez, Beth Reid, Bonnie Mortensen, Bryson Finley, Candida Johnson, Carlos Alarco, Chad Johnson, Chris Medina, Daniel Delgadillo, DaSheek Akwenye, Dawn Chase, Emmy Bell, Gus Pacchiega, Hilary Hungerford, Jakell Larson, Julia Escobar, Justine Gamble, Kim Schollenberger, Kim Barraclough, Kristen Nuesmeyer, Kristen Konakis, Kylee Keele, Laura Lewis, Marilyn Meyer, Melisa Zobel, Michael Snapp, Natalie Shelley, Nathan Gerber, Ransom Cundick, Silvia Lobendahn, Stacy Fowler, Whitney Lemone

Guests: Clark Collings, Scott Dewar, Lincoln Op't Hof

Excused: Beka Grulich, Bonnie Mortensen, Candida Johnson, Silvia Lobendahn, Kylee Keele

Absentee: Bryson Finley, Chad Johnson, Dawn Chase, Hilary Hungerford, Jakell Larson, Laura Lewis, Michael Snapp, Natalie Shelley, Nathan Gerber, Silvia Lobendahn

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### Welcome, Approval of Minutes, Administrative Updates

- **PACE Administrative VP- Marilyn Meyer**
- **Faculty Senate (Hilary Hungerford)**
- **UVUSA (Bryson Finley) -Executive VP for USUSA**
- **Minutes – [10-19-2021 General Board Minutes](#) [10-19-2021 General Board Recording](#)**
  - **Carlos approves**
  - **Chris Medina 2nd**

### Action Items:

- **New Interactive UVU Map – Scott Dewar**
  - <https://www.uvu.edu/maps/>
  - Added interior maps showing rooms
  - Wayfinding to set starting point to ending point
  - Upcoming changes:
    - Rooms will be added in wayfinding
    - Internal maps for Keller and Gateway buildings
    - Marking inaccessible routes
  - Senators take back to division to share
- **Staff Education Fund – Marilyn Meyer**
  - How do we make this more available, known?
  - Self-funded programs cannot be waived because they need the income
  - Education fund could be utilized more
  - Carolos has used in past. Does it cover certificates?
    - Kristen Nuesmeyer – yes it covers certificates but not exams – she will take these ideas back to committee
    - There is a yearly and lifetime max – with inflation should we increase the limits?
  - Online info needs to be more comprehensive
  - Cheat sheet for supervisors
- **[PACE 2020-2021 Annual Report](#) – Christine Peterson**
  - Provide feedback by Dec meeting

- **PACE Signature** – Nathan Gerber
  - Not here to discuss. Move to next month
- **Staff Core Competencies** – Justine Gamble & Lincoln Op't Hof
  - Have competencies be more clear
  - Senators - Take back to your areas
  - Please provide feedback by December meeting
  - New competencies will not be in place until May 2022
  - Each senator should have access to a group to email their division. Check senator instructions
  - Starting in May the new competencies will be rolled out and give employees a year to get familiarized with them prior to reviews.
  - Senators check with Duane Lee if you do not have access to your division email groups
  - Justine will send follow up emails on November 30<sup>th</sup>

## Committee Reports

- **Benefits** (Laura Lewis):
  - Enrollment in Medical & Dental are holding steady
    - The demographics are changing, single enrollments are increasing, and family enrollments are decreasing
- **Bylaws and procedures** (Natalie Shelley): Not here
- **Elections** (Stacy Fowler): Nothing happening
- **Employee Recognition** (Emmy Bell):
  - Lots of sightings
  - Working on Presidential Awards of Excellence nominations
- **Events** (Julia Escobar):
  - Holiday Jingle Mingle Social: Dec 14, 10 am – 3 pm
    - [PLEASE Sign Up to help!](#) (Need volunteers for sweatshirts and bingo)
    - Ballroom
    - Bring a can of food to donate
    - BINGO every hour
- **Compliance & mandatory trainings** – Clark Collings
  - Required Trainings – 5 trainings – 2 to 3 hours to complete
    - Title IX, Sexual harassment – required by law
    - FERPA – important for all employees to know
    - Workplace conduct – required by the state of Utah, annually
    - Conflict of Interest – required by law
    - Cybersecurity training – most important to keep us safe from malware ransomware
  - Considered awarding compliance but feel should be punitive if not complete
  - Annual deadline of February 28
  - Dec 1, Jan 1, Feb 1 – email reminders – dashboard access – reports in Cabinet, UEC & AAC
  - Punitive
    - Option 1 – Duo redirect will send you to Bridge until completed (one pass through)
    - Option 2 – Tie to performance eval and given “does not meet expectations” and not eligible for spot awards
    - Option 3 – Both 1 & 2
- If they did not RSVP they can just come, get treats
- **Legislative Affairs** (Jakell Larson): Not here
- **Marketing and Communication** (Nathan Gerber): Not here
- **Policy Review** (Ransom Cundick):
  - No policies
- **Professional Development** (Michael Snapp): Not here
- **Service & Scholarship** (Justine Gamble):
  - No updates
- **Wolverine Pride** (Chris Medina):
  - Basketball season has started.
  - BYU vs UVU tickets go on sale Thursday for Dec 1 game
  - Family care – any options for on-site option?
    - <https://www.uvu.edu/cac/>
  - Overtime – asked to go home after 40 (grounds)
    - Marilyn will talk with Val & Frank about allowing them overtime
  - Need space for swag for Wolverine Pride – Marilyn will bring it up at Space Meeting 15 x 15 area or 20 x 20

- Any concerns email Clark Collings, Marilyn Meyer, or Daniel Delgadillo

### Senator Reports

- Academic Affairs: No report
- Administration & Strategic Relations:
  - Vacation time Carryover 240 hours – want it increased
  - Exempt employees earn faster
  - If supervisor is not allowing that is separate issue
- Digital Transformation (Whitney Lemone):
  - New Intranet hoping to have the pilot model ready by May
  - Cloud storage options – investigating options
- Institutional Advancement (Kim Schollenberger): Not here
- People & Culture (Kristen Konakis):
  - Nothing to report
- Planning, Budgets & Finance (Gus Pacchiega):
  - Nothing to report
- Student Affairs:
  - Nothing to report
- University Marketing & Communications (Candida Johnson): not here

### New Business

#### Important dates:

Nov 24 - 26: Thanksgiving Break  
Dec 14, 10 am – 3 pm: Holiday Social  
Dec 24 – Dec 31 (Jan 3): Campus Closure - Holiday Break

#### Q&A:

Next Meeting: December 21, 2021, 2pm – SC 213c or Teams