

**Minutes**

March 16, 2020

2:00 – 4:00 pm

SC213C/TEAMS

***Attendance*** –Ben Burk, Kristen Nuesmeyer, Chris Medina, Beka Grulich, Zach Hoskin, Stacy Fowler, Candida Johnson, Nate Mathis, Kim Schollenberger, Silvia Lobendahn, Nathan Gerber, Julia Escobar, Trish Baker, Bjorn Engebretsen, Natalie Shelley, Linda Makin, Kellie Hancock, Ransom Cundick, Dalene Rowley, Natalie Healy, Marilyn Meyer, Todd Olsen, Michael Snapp, Alison Jensen, Alex Gebers, Ashlyn Robb, Kylee Keele, Anne Arendt, Chad Johnson, Collin Craig,

Guests - Lyndi Robertson, Joel Herd, Jeremy Knee, Judy Martindale, Suzy Cox

***Absent* –** Bonnie Mortensen, Jakell Larson, Beth Reid, Savannah Olson, Gus Pacchiega, Megan Densley,

**Welcome, Approval of Minutes, Administrative Updates**

* ***PACE Administrative AVP- Marilyn Meyer*** Watch tomorrow’s Talk with Tuminez, news from the legislative session
* ***Faculty Senate (Anne Arendt)*** Faculty senate going over policies today at meeting. Looking at merit pay. Academic advising task force. Graduate classes for employee’s taskforce, looking at encouraging additional money being put into staff fund for employees to apply for it if needed. Commencement speakers committee. Beka will share a draft of this, it is just a draft and input is welcome.
* ***UVUSA (Bjorn, Engebretsen)*** Just finished up elections
* ***Minutes –*** Approved

**New Business**

Policy 425 – Joel Herd -summary of changes to the policy, see the document attached. Definitions are a main change Comments will be given before next month’s meeting.

Policy 114, 323, 601, 365 – Jeremy Knee – 162-165-168: Consulting bundle, moving into stage 2. Revisions to comply with title IX rule, protected class discrimination and to implement UPPE act. Closing stage 2 in May. Please review this policy and really go over them to give great feedback.

365 – Consulting leave policy. Activities that employees and faculty can and cannot be part of.

Policy 355, 360, 361 – Judy Martindale Reorganized, integrates FMLA, identifies health related with non- health related leave. Lots of concern that this needs to be presented to the employees in a positive way. Lots of questions about donating to sick pool. That will go away, and the employee will just be able to access the leave with approval.

Policy 633, 638 – Suzy Cox, Anne Arendt, Kat Brown 638 Is being done away with and will be combined into 633 To do performance reviews instead of annual reviews.

**Committee Reports**

**Benefits (Trish Baker):** Mental health benefits available. EAP program open to ALL UVU employees. IBH mobile app, emotional support chatbot Tess. Peer support group sessions – 10 90-minute sessions available in many different topics and needs. Upcoming plan, not anticipating an increase to this year’s benefits

Orem Rec passes, UVU buys a certain number of passes and we can sell them to our employees at that discounted rate. Usually buy 250 passes at $75. Orem residents can currently purchase them for $50, better deal than we are given. We will be looking at purchasing them for Jan 1

**Bylaws and procedures (Natalie Shelley):** Working on updating procedures manual, Employee recognition – distinguished employee award YOS requirements. Wolverine sightings to all UVU employees not just PACE classified staff.

**Elections (Stacy Fowler):** Nominations will open mid-April with the virtual benefits fair.

**Employee Recognition (Natalie Healey):** Distinguished employee awards, 70 nominations this year.

**Events (Kylee Keele):** Starting to look toward next year and the fall forum. 80’s theme to go along with the universities 80th anniversary.

**Marketing and Communication (Collin Craig):** Updating the Grand Ballroom wall

**Legislative Affairs (Jakell Larson):** Stephen Whyte gave a summary of the Hill in presidents council, very complimentary on the way faculty and staff reached out to legislatures. Good job!

**Policy Review (Ben Burk): Two policies that stage 2 has ended. Policy 522 and 525, comments were given and need to be voted on. Comments reviewed and policies voted on in the with all in agreement vote of yes.**

**Professional Development (Michael Snapp):** July 1 deadline for Staff Ed funds. Working on updating bylaws for Staff Development Fund.

**Service & Scholarship (Kellie Hancock)**: Scholarship closed Monday March 1st. Had 123 applicants. Have added a few members to the committee.

**Wolverine Pride (Chris Medina)**: Congratulations to our Women’s Basketball team, get to go to the NCAA tournament. Men’s basketball brought home the WAC trophy. Pride committee looking at doing a shirt design contest but changing that to a scarf/mug idea.

**Action Items: Start** a discussion line about “how my job contributes to student success?” And other performance review questions that employees aren’t sure how they contribute.

**Senator Reports**

**Academic Affairs:** What is going to happen when everyone comes back June 1, what about parking, restaurants, construction? Beka will put these questions on her list to take forward and will work on bringing back those answers. Staff would like to have more input on employee awards and department chair selection.

**Finance and Administration:**

**Institutional Advancement:**

**University Marketing &Communications:** Heads up as to what is coming – starting Fall semester student Gmail accounts will be migrating to Microsoft. New students coming in will start out with Microsoft and Gmail will be moving. Watch for a communication coming.

**Student Affairs:** Nothing to report

**Planning, Budgets & HR:** Everyone watch talk with Tuminez tomorrow! Compensation is in the process of figuring out how compensation is going to work for the new year.

**Important dates**

**Q&A:**

**Next Meeting:**

***Minutes taken by Ashlyn Robb***

***Meeting dismissed at: 3:55 p.m.***