



**Staff Association (SA) Board Meeting Minutes
September 21, 2017**

Jonathan:

- Board agenda
- Approval of minutes from August meeting

Michele:

- Updates on treasure/budget report: Roberta had questions about dining services charges and cost of items for events.
- Cari requested \$350 instead of \$300 for committee budget - Request approved
- Last year President Williams provided funding for the trailblazer award. Can we ask him again for this year? Let's use our funding for Cari's awards recognition committee.

Candi:

- Website updates:
 - Katie Armstrong has a list of past presidents that may be able to be included on the website; confirm with the archivist, Institutional collections or Library
 - Mini-trailblazer is live on 9-21-17
 - There will be a dashboard built for award board pictures
 - Committees that staff apply for go to staff association email directly
 - We can have a one-stop place where staff can apply for a committee directly
 - Future addition: Professional funds online form-self validating
 - Award recommendation to Brandon Davis-website co-designer

Jonathan:

- Staff Association Meeting times change to 9:00 am from now on.
- Seat vacancies and election/appointments of new board members
- Ali Three suggestion is to invite I.T./Grounds Keeping Department employees
- Board seat vacancies suggestions: Arlene Sewell, Bev Clarke, Debi Both-Carrillo, Mikey Nelson and Rose Hill.
 - Vote: Debi & Rose as replacement to finish the year
 - Katie: If once declines Bev Clarke should be contact
- Get more "Save the date Postcards" as well as electronic emails for all staff to know about events.

Michele:

- Price quote for Post cards around 300/500

Committee Reports

Cari: Awards & Recognition

- Requested \$350 instead of \$300 for committee budget - Request approve

Will: Legislative

- Missed legislative meeting (out of town)
- Shout out for president's address to Jonathan & Michele

Ali & Allison: Health & Wellness

- Committee Meeting Time: First Tuesday of every month, 9:00-10:00am, HCC 535
- Created a Health and Wellness chart with all the year events which includes physical, mental, financial and nutrition
- Updated committee on current budget and stipend from HR fund, PHEP Wellness committee

Jill: Professional Development

- Michele mentioned to talk to Debi Millet about a \$30,000 Professional Development fund as Debi is chair of committee.
- Windows 10 & an Introduction to SharePoint Training email reminders for September 26th at the Gardner Ballroom Room D at 9 am and 2pm.
- October 24th Skype Seminar which will be recorded for staff that will not be able to attend.
- November 28th Ali Threet will offered a seminar
 - Alli McMullin will send Dixie Announce Reminder about health/wellness stress management seminar

Nikki: Policy and Compensation

- First meeting on 9/24/2017 at 3pm.
- Committee members will be finalized then
- Updates on Policy 111, Policy 262 (Provost Emergency), Policy 521 and Policy 306
- Update on 4 new graduate policies and reminder about reading and approving or comments about policies.

Corey: Welcome & Events

- Opening social went well
- Reminder: Please be sure to be at the door welcoming staff/faculty
- Next event: Breakfast with Biff
- Scholarship: we reach \$200 in tickets

Candi:

- Applications for scholarships need to be changed from ESA to SA. Also, could we start another scholarship fund? To part-time employees? And maybe call it the Ginger Alldredge Scholarship. As ginger started as our part-time employee, it seems fitting to name scholarship after her. Jonathan will consult with Joni (Coordinator of scholarships about consulting family)

Katie & Robyn: Dixie Development day

- Meeting time is the second Wednesday of every month
- Currently discussing Keynote speakers for upcoming event. The committee is evaluating possible speakers.
- All speakers are Utah Based and will be narrow down by next meeting.
- Prospective Topics: Stress Management, Understand Benefits, Hope's Squad, working with Mentors, Yoga to distress, Banner 9, etc. Committee may also repeat previous topics.
- Prospective Theme: Got grit, Power of 1, Explaining possibilities, Know your strengths, etc. If somebody has a theme, please let board member know; sub committees are finalized.
- Format: 1 key note/break out session/welcome from presidents or provost/introduction

Bart: Service

- There was a delivery items mix-up but Children's' Justice was thrilled to receive items.
- Candi: Can we know what was giving?
- Ideas: Per-Event members (committee), Karen Wright-Volunteer coordinator/Dixie Serves, Combine efforts/Service Project of Students.

Discussion items:

SA Policy was ratified by board of trustees. Constitution & Bylaws Policy (possible approved on 9-22-17)

Information Items:

UHESA- Michele & Ali attended event

- Discussion about BFF initiative, Darlene Dilley may be a representative from DSU
- Discussion of Tuition Waiver/Scholarship
- Candi is UHESA communication representative and there will be a town meeting on October 3rd 2017.
- Invite Brad Last
- Will is UHESA legislative representative
- Board of Regents scholarship and how they are focusing on need basis (cost of living/tuition), also a military waiver-GI Bill.

- Jonathan: What does the state want to do? Training to what market families? Regent scholarships at school's discretion?

Jonathan:

- Meeting with President/Christmas Break
 - When talking to President, Katie & Robyn recommend to Look for patterns/specific problems that can become an actual issue as President Biff wants staff involve as well as staff needs to benefit from occurrences on campus.
 - Christmas Break: December 22nd-January 2nd.
 - Tell all students in advance about school closed for Christmas break.
 - University Council meeting on October 10th from 9am - 11am. Reminder: everybody can go to university council meetings.
 - Nikki: encourage equal compensation among upper administration positions and all staff members across campus.
 - Cari: Train staff mentors before approaching new employees or current employees.