



Staff Association Board Meeting Minutes November 20, 2019

In attendance: Diana Maughan, Candi Pierce, Sheila Cannon, Tyson Pulsipher, Roberta Cole, Cameron Draper, tiffany Draper, Jon Gibb, Spencer Chatland, Ali Threet, Anilee Bundy, Chris Gifford, Deb Millet, and Chewi Lockhart.

Welcome: Tiffany Draper

Tiffany brought donuts to thank us all for the work that we do for DSU.

Ombudsman Presentation: Katie Armstrong and Ami Comeford

Tiffany asked Katie and Ami to tell us about their office, what they do at DSU, and how can we help them as staff.

Katie and Ami serve in dual roles at DSU; they are full-time employees and serve as Ombuds. This office is very active and private. Their office is located in the Cox Building.

Their purpose is to provide a confidential place for faculty, staff and students to voice concerns, develop options, and solve problems. Katie and Ami have received a vast amount of training to fulfill their responsibilities and abide by a very important code of ethics. They are an independent office and report to no one on campus, nor do they keep any records. They do meet with the President once a year because he oversees their budget. They are neutral and impartial. They do not function like the Human Resource Office or the Title IX Office. Cindy Cole handles Title IX issues.

Individuals make an appointment with an intake form, which is located on their web site at ombuds@dixie.edu. All appointments are personal and they shred any paperwork that is collected. They do not provide paperwork for legal issues. If your office needs copies of their brochures, please contact them and they will send some to you.

We discussed inviting additional speakers to attend our Staff Association Board Meetings to provide information that impacts staff. Paul Morris and Henrie Walton were suggestions.

We approved the minutes from our October Staff Association Board Meeting. Chris and Deb made the recommendation and everyone agreed.

Communications Officer update/report—website: Candi Pierce

Candi reminded everyone to send her updates or anything that you need posted on our website. Pictures of all staff are available through UMAC.

Treasurer / budget report: Roberta Cole

Roberta mentioned that our budget looks good. We should not have any more expenses until 2020.

Committee Reports / Assignment Updates

Scholarship: Roberta Cole

Roberta reported that seven individuals have applied for the part-time scholarship for spring. Everyone who applied work in student positions and are not staff. Some of the applicants are international students and considered as staff members. However, their status at DSU is as a student so that they can stay in the United States. We discussed the policy again. Roberta will discuss this with her committee and bring it back to the board for final approval.

Welcome & Staff Mentors: Chris Gifford

Chris mentioned that their volume of new employees has slowed down; however, they are still going out to meet everyone.

Events: Chewi Lockhart

Chewi stated that the theme for the President's Breakfast on Thursday, January 16 would be "Stranger Things". (We moved the date from the 23rd.) Breakfast will be a build your own Eggo Waffle Bar. We will view a vintage film and play interactive games at the tables. The President will speak about DSU, then and now. We will present our thank you gift to the President at the end of the event.

Awards & Recognition: Deb Millet & Candi Pierce

Deb reported that they only have fifteen or sixteen Mini Trailblazer Awards to present this month.

Legislative: Cameron Draper

Cameron recently visited with Henrie Walton and hopes that he can provide a debriefing to staff about what happens with the legislature this year.

DSU is working on a land grant for the south end of the campus.

Cameron mentioned a Government Relations Bill for the legislature to consider regarding free speech. We can speak to our legislators; however, we cannot represent DSU.

Health & Wellness: Anilee Bundy

We will have a low-key activity on Tuesday, December 10 and include a food drive for our campus pantries.

Anilee stated that her trivia question contest went well.

Professional Development: Jon Gibb & Deb Millet

Jon mentioned that they have finished two professional development activities with good turnouts at each one. They plan to meet as a committee to decide on two more in late February, early March or late March, early April.

Service: Tyson Pulsipher

Tyson reported that laying sod at the Human Performance Center went well with a lot of support.

He likes the idea of a food drive on December 10; he will work with Anilee on this. He also wondered if we could help with Coins for Kids. Candi stated that we could collect coins as long as it is not for DSU. She suggested keeping it very secure, however. She also mentioned that Coins for Kids is always looking for people to wrap and/or deliver gifts. Therefore, we might do this instead or do both.

Dixie Development Day: Ali Threet

Ali mentioned that we would have the same theme as last year for Dixie Development Day. A year ago, the committee voted to keep the theme and build upon it each year.

There will be save the date cards at the President's Breakfast.

We have a keynote speaker and the message will be positive psychology.

They are currently working on food with dining services. There will be less snacks and more water. They are working on swag too.

Policy Steering: Tiffany Draper

Tiffany asked everyone to review the current policies. She reminded us about the policy regarding emails on campus; please let staff know about it. We cannot send out personal emails through DSU communications. Remember that DSU saves all emails.

Other Business:

- We discussed the parking increase for 2020-2021. The amount will increase to \$100 next year with the economy lot increasing to \$45 or \$55. The idea of getting a park and ride lot for staff would help alleviate costs for parking on campus. Tiffany and Jon talked to the President about the increase, and he was shocked that some schools did not charge a fee. He mentioned that we have different parking issues than some schools. Those schools who do charge for parking have similar issues to us.
- Spencer mentioned that the military reserves are coming back to DSU.
- Paul Morris received funding to give faculty, staff and students access to use the Human Performance Center. Roberta will make another bison to present to him as a thank you gift from staff at the President's Breakfast.
- As of the first of the year, cell phone stipends are taxable and will be on your pay stub. DSU does not have any rights to your phones.
- There is still some discussion about an on campus day care.

Information/Action Items

University Council Updates: Tiffany

- Tiffany is serving as co-chair on one of the strategic plan goals for 2020-2025. She needs five to eight goals submitted from staff.
- There was some discussion about housing options for new employees because housing is so expensive here.
- Jordan presented the perception study to University Council.
- Spring enrollment looks good and registration is underway.
- Many programs are growing with new degrees (some stackable), there is a name change for a BS in Business Administration to BS Management, and one discontinuation with the BS in biology with no emphasis.

- We have a new degree track with the AAS in Nursing. We have an articulation agreement with Dixie Technical College and their LPN and Paramedic programs.
- Students are moving out of Shiloh in December. The building will come down in January to make way for the new Campus View Suites II, which will have 500 beds. We expect to start construction in late January or early February.
- The new addition to the Health and Wellness Center is underway and it already has the walls up.
- Remodeling at the old pool and gym is expected to start sometime in May.
- The PAB building comes down soon.
- Construction on the Welcome Center on the second floor of the Holland Building will begin in December.
- Construction of more office space on the first floor of the Holland Building will begin too.
- There is a campus tree lighting ceremony on Wednesday, December 4 from 5:00 to 7:00 pm.
- The faculty and staff holiday luncheon is on Monday, December 9 from 11:30 am to 2:00 pm.
- DSU made the “Best College for Vets” list.
- An Alumni Legacy Program is in the development stage to reach the “lost” group of graduates (during the “identity crisis” era).

Our next board meeting is on Wednesday, December 18 at 8:30 am in HCC 570 (Tiffany requested a time change). Roberta will take minutes for Sheila.

Upcoming Events for 2019 – 2020

- Breakfast with the President: Changed to Thursday, January 16, 2020 (8:30 – 10:00am)
- Faculty/Staff Appreciation Luncheon: Thursday, April 23, 2020 (11:00am – 1:00pm)
- Dixie Development Day: Wednesday, May 6, 2020 (8:00am – 3:00pm)
- Closing Staff Social: Wednesday, May 14, 2020 (Noon – 1:30pm)
- Professional Development Tuesdays (Monthly on a Tuesday)
- Health & Wellness Activities (TBD)
- Director Trainings (TBD)

Important Calendar Events (Not required of all board members)

- Board of Trustees Meeting – Friday, November 1, 9:00-1:00 pm, Zion Room
- Board of Trustees Meeting – Friday, January 31, 9:00-1:00 pm, Zion Room
- Board of Trustees Meeting – Friday, March 13, 9:00-1:00 pm, Zion Room
- Board of Trustees Meeting – Friday, April 24, 9:00-1:00 pm, Zion Room