



## **Staff Association Board Meeting Minutes Wednesday Oct 21, 2020**

In attendance: Jon Gibb, Ali Threet, Riley McMullin, Deb Millet, Allie White, Rose Hill, Chris Gifford, Kristie Davis, Anilee Bundy, Chewi Lockhart and Wendi Bulkley.

### **Welcome (Jon Gibb)**

Jon welcomed everyone in attendance.

- Acknowledges it has been busy on campus
- He started off talking about flexible work hours. Other institutions within the state pushing for this alternative option for their staff members with compromised health situations re COVID. Public environment not good for them. Thinking about last meeting, being at the work place should be the priority. Falling in line with President. President and Travis allows, but prefers to have everyone on campus if possible
- Continued to share that if you're a parent and have an incoming freshman on campus, meet everyone virtually and not know what's happening or more likely to stay meeting campus personnel on campus. Taken the approach of flexible work hours as needed
- Will catch market share before of this approach with upcoming students
- Ali Threet shared students are so grateful to meet in person and hears it every day
- Jon commented doesn't meet with students, works with faculty/staff on projects, but realizes the value of being on campus for students face-to-face
- Encouraged committee members to keep it up, stay safe, mask up to keep our door open
- No guest presentations for today's meeting, but asked if we like them and consensus. Mentioned Henry Walton tentative scheduled to present in January (Riley to coordinate as guest presenting). Riley responded speaking with Henry and he suggested meeting the legislature rather than before. For now, Jon will put thoughts on that, certainly Henry to come probably by April towards the end of the academic year
- Recommended other VP's to present during our meetings e.g. Del Beatty (VP on campus) – Jon to coordinate that in alignment with keeping our goals in mind e.g. excel training
- UHESA – need to provide a communication rep from each institution (Dixie State). Not a lot of time commitment – push the name of UHESA through institutions. Jon asked Allie

White to be Comms Rep (Allie accepted role 😊). Push information through to Allie and information pushed through to institution (Dixie State)

- Circled back to flexible work arrangements. Weber/SLCC/U pushed flexible work arrangements. It is working with them, but doesn't want to fall in line with what President/Travis
- Next UHESA meeting, review caregiver policies and reosurces for families/women/day-care policies. President Williams is supportive, but if only two faculty need it, he won't do it. Needs Analysis
- Two parts: gather other institutions policies/procedures and trustee that instrumental in pushing this agenda (Megan is helping push this out. Jyl Hall – Need analysis (Data) work group at Dixie State. Ali Threet – asked if open to student which will push up numbers. Also mentioned survey went out to non-traditional students and one question was asked about day-care. Darlene Dille had to file IRB report (Child World) – part of issue is trying to get day-care on our campus
- Andrea Bringham – enters in Qualtrics, Darlene headed the survey up
- Deb mentioned – vouchers for students, undermining services available on town, but vouchers support existing services rather than taking away services
- Jon said Tasha pushed it off, but mentioned to WRC
- He mentioned that the following are our goals for staff in 2020-2021.
- Care givers policies – UHESA
- What if it's a new employee who doesn't have sick leave, or adopt a baby in the family
- Reason it is a care givers policy regardless of gender and need to support young children or senior family members
- Review policy on campus – holistic approach with UHESA
- Campus Updates:
- University Council level
- Policies pushed forward
- Sex based retaliation
- With these policies so that legislation
- The accuser is not protected, but these policies give rights and more protection for them going forward
- Accreditation – staff forum tomorrow Thursday
- IT/Student Services – adding course services to indicate which classes are full
- Email security – most of us are smart in this group, but some people struggle with this. IT is going to try to not get into trouble with phishing and spam. If you get an email that does not originate from DSU, a yellow bar will pop up (Andrew Gobble) example [biff.williams@gmail.com](mailto:biff.williams@gmail.com) – need you to get \$30 from the bank. Some recognize it's not legitimate, but others take it seriously. Andrew will send out an email explaining that.
- Anytime you communicate outside entity, use UMAC with that to make sure we're in compliance

- Academic programs with name changes
- Homecoming this week
- Next big event Commencement 12/11 at Burns Arena
- Chris asked Stadium remodel? Renderings Procurement – should know who the contractor is in three weeks. Contractor breaks ground in November
- Wendi shared upcoming event this Saturday, unique event – 6pm – 6.30pm quick event
- Action items discussed
- Motion to approve previous minutes – Wendi, Chris second that
  - Help staff gain knowledge about their positions and issues on campus
  - Train staff to become proficient in their positions
  - Help staff excel at high levels

We can use these goals for professional development and director trainings.

#### **Treasurer/Budget Report (Kristie Davis)**

Kristie mentioned has not updated budget spreadsheet this month, but will email a copy to everyone once it is. She also mentioned having receipts for Mini Bisons and the opening social was expensive. Jon said we'll need to go skinny for the next event, but good for us to spend the funds available to make it a great event.

Chewi commented did submit food receipts and Jon agreed he had seen the email trails and will follow up with that status.

#### **Communications Officer Update/Report/Website (Allie White)**

Allie mentioned nothing new this month to report. Jon encouraged everyone to submit any comms to Allie to distribute.

#### **Committee Reports/Assignment/Updates**

Needs to send out link for scholarship to send out to staff. Cut off December 1<sup>st</sup>

Request to send out from Jon – policy to state criteria of scholarship

#### **Scholarship (treasurer, Kristie Davis & Brooks Burr)**

Kristie reported that two staff members would receive a scholarship for fall. She will let us know who they are.

#### **Welcome & Staff Mentoring (Chris Gifford & Megan Church)**

Chris said it's dwindling. Numbers are not same as last year.

#### **Events (Chewi Lockhart & Wendi Bulkley)**

Next event is president's breakfast January 28<sup>th</sup> 2021. Cereal bowl, eating a bunch of cereal and tentatively working with Chef. President is on board to speak

Promotional video – kicking a barn door milking a cow – get staff to come to cereal bowl

President need to know what he needs to talk about for the event

Chewi – stranger things theme what we did in the 80's now and on the future  
President will talk for 5 minutes, open the floor, may be better off with video and give  
substance a week before and based on questions submitted by staff, top 3 questions to address  
Chewi looking for a milking cow/goat within a 20 minute drive  
Jon asked two questions re events: Rock the Mall – Normally Friday of Homeworking week, but  
cancelled this year due to COVID. Great Race – Spring '21

### **Awards & Recognition (Deb Millet & Sheila Cannon)**

Deb said there were 50 awarded last year. Meet with committee and been great in passing out  
all the awards.

Jon needs to sign them all. Sheila is off with surgery, let her know we are thinking of her and  
need anything to reach out

Megan is pushing out a meeting invite for mentoring with Del Beatty – Professional  
Development

### **Legislative (Riley McMullin)**

No real updates, did send an email to UHESA President, but have not heard back from them yet.

### **Health & Wellness (Anilee Bundy & Wendi Bulkley)**

Wendi – step challenge mad steppers in Week 3 – 15K, 10K my stroll will go on. Jamba juice gift  
vouchers, food drive, through onth of November, working on food drive, bins on campus, one  
day before thanksgiving break, big push out on lawn and have drive to fill trailer, canned goods  
to fill it up for students, if it doesn't fit in food pantry, it will go to – Nov 2<sup>nd</sup> – 20<sup>th</sup>

Working on fun holiday get out and move challenge – Dec 3<sup>rd</sup> 12pm – hot cocoa candy bar while  
helping pack international students stockings, caroling, get out and move health and wellness  
challenge

Jon said its also mental health and helps with positive vibes on campus

TBC event

### **Professional Development (Megan Church & Sheila Cannon)**

No updates provided

### **Service (Allie White)**

Helping with Commencement, lights for Christmas tree, Student Gov and Megan Church,  
Thanksgiving Dinner with International students

Committee members of Service – Clean-up crew/hike – should run even this semester or Spring  
'21? Outdoor Rec goes out once a week

Jon said not to recreate the wheel. Supporting existing campus events

Allie is teaching community education class – t-shirt mural

### **Dixie Development Day (propose Ali Threet)**

Haven't done anything yet to the existing committee. Let's get together with alignment on decisions made prior (but cancelled). Virtual Development Day. Can use software from UMAC. Megan could come to committee and explain Teasers, presenters to confirm. Meeting within the next few weeks

### **Compensation (Jon Gibb)**

Greg Esplin meeting with Bryant and Travis. Only road block is funding which could block what we're trying to accomplish.

### **Policy Steering (Rose Hill & Jon Gibb)**

Rose recently met with General Counsel to discuss her role in supporting them with the Policy Steering Committee. It was discussed and agreed this position would oversee:

- Initial overview of policies needing review
- Create timeline of policies due for review received from steward owners

**Our next board meeting is on Wednesday November 18<sup>th</sup> at 9am via Zoom.**

### **Upcoming Events for 2020-2021**

- Opening Social – TBD
- Breakfast with President – TBD
- Director's Training – TBD
- Faculty/Staff Appreciation Luncheon – TBD
- The Great Race – TBD
- Rock the Mall – TBD
- Dixie Development Day – TBD
- Closing Staff Social – TBD
- Professional Development – TBD
- Health and Wellness Activities - TBD