



Staff Association Board Meeting Agenda December 16, 2020

In attendance: Jon Gibb, Allie White, Megan Church, Ali Threet, Deb Millet, Anilee Bundy, Kristie Davis, Rose Hill, Chris Gifford, Wendi Bulkley, Brooks Burr

Welcome (Jon) – Allie White taking notes today

Guest Presentation – Future Ideas/Plans

Information/Action Items

- Approval of last month's SA Board meeting minutes
 - Our last meeting was an informal chat at the HPC, no notes were taken so no approval needed
 - We'll need to obtain notes from Sheila from Cicero data meeting

President Items

- 20-21 goals 1) Know 2) Train 3) Excel
- UHESA – DSU communication rep needed
 - Upcoming meeting to review campus policies for Women and Families
 - Caregiving policies in addition to FMLA – discussion in January
 - Day Care discussion this Friday
 - Work group headed up by Jyl Hall – reach out if you are interested in participating in the work group
- Happy Holidays email to All Staff
 - Jon will send out an email to all staff
 - How many full-time staff are on campus? Someone will obtain that number to calculate overall hours worked for Jon to include in email
 - Wish everyone happy holidays
 - Acknowledge the name change
 - Everyone supports Jon's statement regarding the recommended name change
 - Include information on upcoming meeting to present the CICERO study data to faculty/staff
 - Discussion regarding best time to hold meeting – this week vs. next week, Jon recommended this week, and a follow-up at the Presidents meeting for all faculty and staff in January
 - The email will include that the board supports the decision

Campus Updates

- University Council 10/13/20

- Concerned about the backlash regarding the recommended name change
- A few policy changes were discussed – nothing that affects staff directly, feel free to review on policy website

Communications Officer update / report—website (Allie)

- Allie will work with Chewi and Wendi to begin marketing the Breakfast with the President event

Treasurer / budget report (Kristie)

- Review budget
 - Kristie just emailed the budget out to all in attendance
 - The Opening Social was over budget, so we are needing to come in under budget for future events to ensure they balance out
 - Bought a blanket for Sheila from the Staff Association

Committee Reports / Assignment Updates / General Questions

Scholarship (treasurer, Kristie Davis & Brooks Burr)

- Qualified candidate and award amount
 - 4 applicants for Spring 2021, only 1 qualified – maybe we can increase the scholarship for the 1 awardee moving forward
 - This would reward the students that are proactive
 - Kristie will check with Joni Hale the specifics regarding how to award higher-amount scholarships

Welcome & Staff Mentoring (Chris Gifford & Megan Church)

- Drink vouchers – Amy Hofer sent them over to Jon
- 5 new hires for the month of January, we'll need 5 mentors

Events (Chewi Lockhart & Wendi Bulkley)

- Rock the Mall???
- The Great Race???
- Ali and Brooks will head up the search to compile a staff team – at least 1, maybe more
- Begin the search in February
- Breakfast with the President
 - Chewi is working with a graphic designer to get a flyer designed
 - Allie will send the invite out the first Monday or Tuesday back in January
 - Should we send out a google form so that staff can send in questions for the president?
 - 1/28 8:30 @ the Burns Arena – meet at 8 to help set up

Awards & Recognition (Deb Millet & Sheila Cannon)

- Staff have loved receiving the mini trailblazer awards
- Rather than doing staff of the semester, we'll be doing staff of the year and likely provide a monetary award
 - Ensure that we adjust the budget accordingly
 - Awards announced at the end of May

Legislative (Riley McMullin)

- Letters to state representatives
 - Discuss with Henrie Walton and Brad Last the best way to go about writing to legislators to support the name change

Health & Wellness (Wendi Bulkley & Anilee Bundy)

- Encourage staff to visit the HPC, remind them of their benefit to attend for free
- Human Resources is launching a new program through PEHP – rewards for completing challenges, we will promote that program as well

Professional Development (Megan Church & Sheila Cannon)

- Upcoming Event Thursday 12/17/20
 - Ali will be presenting
- There will be another training in January – a signup link will be sent out to register and receive Strengths Finder info

Service (Allie White)

- Staff hike 12/5
 - Good attendance – it went well and we plan to do another hike in the Spring 2021 semester

Dixie Development Day (Ali Threet)

- Likely will need to change the name
- Confirmed for May 12th
- New program that will allow staff to attend virtually if needed
- Request for proposals sent out 12/16 – another request will be sent in January

Compensation (Jon Gibb)

- Salary hiring range – use of discretionary funds
 - Meeting w/ Bryant and Travis
- Vacation payout option annually
 - Meeting w/ Travis and Bryant
- Retention Benefit Salary Increase
 - Meeting w/ Travis and Bryant
- Accommodations for Women & Families
 - Jyl Hall is creating a working group

Policy Steering (Rose Hill)

- Rose has been working with Susan and Jaclyn to discuss policies affecting staff

Next board meeting Wednesday, January 20th

Upcoming Events for 2020 – 2021

- Breakfast with the President: 1/28/21 8:30 – 10:00
- Director's Training: November 10th 2:00 – 3:30
- Faculty/Staff Appreciation Luncheon: TBD
- The Great Race: TBD
- Rock The Mall: TBD
- Dixie Development Day: May 12, 2021
- Closing Staff Social: TBD
- Professional Development: 12/17/20
- Health & Wellness Activities (TBD)