



Meeting Minutes

July 22, 2014

2-3:00 pm – LI Timpanogos Room

Those in attendance:

Table with 3 columns of names: Jennifer Agla, Brett McKeachnie, Nathan Gerber, Jill Crawley, Sandi Koller, Barney Nye, Justin Ferrell, Cameron Walker, Jacob Atkin, Jolene Chamberlain, Jim Condie, Sue Stephenson, Shalece Nuttall, Marianna Henry, Tom Liljegren, Darryl Pranger, Dalene Rowley, Kim Rollins, Kim Wright, Jordan Doman, Corey Callahan, Candida Johnson, David Phillips, Darren Larsen, Sherry Harward, Trish Nielson, Mike Francis. Includes 'Guests: Ursula Sorensen' at the bottom.

Those not in attendance:

Table with 1 column of names: Giovana Alisa, Jessica McArthur, Andrea Osborn, Belinda Han, Dawn Burgess, David Phillips, Alyssa Hunt.

Welcome – Brett McKeachnie

Welcome to all new PACE Board members.

Housekeeping items

- a. Procedures manual – please read and send any updates or changes to Jacob Atkin.
b. Email distribution list – this helps you when sending emails to your divisions, committees, etc. Please read the guidelines. Don't send attachments, use links to documents instead. Contact Brett with questions.

PACE Booklet

- a. Contact Brett with any updates or changes.
b. Good information for committees and senators; what they do and what their purpose is.
c. Other general PACE information.

Committee Reports

Involvement - Marianna Henry – Everything is in place for the Staff Fall Forum which will be held Thursday, August 14, 8:00 to 9:30 am. President's remarks at 8:30. The Spirit Squad and Willy Wolverine will be there. Hoping for the same breakfast menu as last year. Needs \$700 more this year; it is \$5.29 per person. Remember to bring children's books for the book drive and wear GREEN.

The holiday social will be held Thursday, December 18, 11:00 am – 1:00 pm.

Marianna needs some more committee members; call her if you want to help.

Wolverine Pride & Kids Club - Jim Condie – Things have been slow during summer. He has 2500 pennants; handing out 700 at Faculty Convocation and another 700 at Staff Fall Forum, hopefully being handed out by Willy Wolverine. The other 1000 will be given to academic advisors. We have some amazing programs and the new SLW and the Classroom Building are adding new elements of campus life. They have some fun things going for the Kid's Club.

Representatives from School of the Arts, Athletics and other schools and programs that have things to offer will be coming to the next Kid's Club meeting the Tuesday after the summer semester ends. They currently have 600 Kid's Club members. Every week things are going on. We need student mentors and ambassadors to man tables and booths. It will take a lot of student help. It is a great way to have the student and kids interact.

Other new programs example: giving candy bars for people who are wearing green or UVU attire. The bookstore has a new order of polo shirts. They are \$20 each, which is a great price for a polo shirt. The bookstore has been bending over backward to help with Wolverine Pride. On Wednesdays we will be GREEN!

Committee members are needed to help with Wolverine Pride.

Employee Recognition Committee – Sue Stephenson – Every staff meeting they decide on someone to nominate for a Wolverine Sighting. This is a great idea for all departments. We have some additional goodies for those nominated. Athletics and School of the Arts are preparing vouchers for upcoming events. These are vouchers only, not tickets, and will need to be taken to the ticket office to redeem for tickets.

Benefits Committee – Corey Callahan – Please bring any concerns or ideas for changes to Corey or the benefits office.

Communication Committee – Nathan Gerber – They are ramping up the new website information. The latest bylaws are posted. There is a big push to put final touches to the communication plan.

Policies & Procedures – Jacob Atkin – He has the electronic copy ready to send to Brett.

Legislative Committee – Kim Rollins – We may not have UHESA Day at the Capitol. She will be getting in touch with the UHESA Legislative rep. UHESA Day was discussed at the UHESA conference that was held on our campus. We need to have things going a lot earlier in the year to be effective.

Staff Education & Staff Development – Tom Liljegren – He is hoping to get his committee together quickly.

Policy Committee – Jolene Chamberlain – There are no policies at the moment. She is anticipating some soon.

UHESA Conference – Brett McKeachnie

The annual UHESA Conference was held last week on our campus. It was quite well attended, but there were no representatives from USU or Snow. We all learned a lot by listening to each other about their institutions. Shalece commented about the activity led by Clint Moser that taught us about the importance of teamwork, communication and establishing relationships. After listening to the other people reporting on different aspects of their institutions, Sherry Harward felt like we have some great things other institutions don't and we are lucky. All of the state institutions need to help each other, work together and be appreciative of each other's institutions. We need to get word out to staff and get it to them the way they will understand what UHESA is all about.

Senator Reports – Some of the smaller divisions can get together. We have three big divisions and three small divisions. We need some incentives for part-time employees. Maybe benefits could be discussed. Corey will check with UMR.

Topics for discussion

Orem Fitness Center - Darryl Pranger - The issue of the Orem Fitness Center no longer participating with UVU. Darryl was told there is a conflict of interest, but there is no conflict of interest. There is no cost to UVU. We should be able to do something to continue the program

with Orem Fitness Center. There are a lot of people upset about this. It costs \$50 a year for an Orem Req. pass and \$100 a year for the Student Life and Wellness pass. There is no pool in our SLW building and lots of employees need or would like the use of a pool. It looks like it is a matter of Orem Req. being competition for SLW.

The Wellness Program will no longer be available to part-time employees or full-time employees who have insurance through other carriers and do not carry a policy with UMR.

Committees – Brett McKeachnie – Some committees need lots of members; some do not. Some committees only need members at specific times, or ad hoc. We want to involve people in PACE, and this is a great way. We should look to people who ran for PACE positions but weren't elected to see if they would like to get involved this way.

Involvement committee needs more people.

Policy has not had much need.

Staff Education/Development needs a few people to help on an ad hoc basis. Has had about five people meet a couple of times. Just needs some support in the next month but not much after that. (Kim, Darryl, Trisha volunteered)

Nominations need a few people, ad hoc.

Legislative needs a few people, ad hoc.

Bylaw & Procedures needs ad hoc people.

Communications would like 2-3 people on an ongoing basis. They would need content skill, not technical skills. (Barney and Dalene volunteered)

Benefits will wait and see what is happening before deciding if or how many people are needed. (Ursula volunteered)

Employee recognition has a great committee in place already.

Wolverine Pride has close to 50 members on their committee. Jim will check to see who will still be working with him and if he needs more. The Wolverine Pride committee may need to be a University "level" committee, not a PACE committee, but have a PACE person on the committee as chair. Also have someone from School of the Arts and Athletics on the committee.

Involvement has four active committee members and has had up to eight or nine. It would be nice to have 10 committee members. (Jill, Jennifer, Justin, Candida & Trish volunteered)

Sherry Harward – years of service - continuous and non-continuous. Many people have worked at UVU for many years, but not continuously. There is no recognition for these people even though they may have completed 20, or more, years of service. This is something that impacts many employees. Also, having some way to acknowledge part-time employees who have worked here for many years could be addressed.

Brett McKeachnie – Thanks to new PACE board members and continuing board members. He asked all of us to watch a short video by Drew Dudley posted on TedTalks. Send Brett any topics that you feel we should address in our next PACE General Board Meeting.

Meeting adjourned.