

Minutes

July 19, 2016
1:00 – 2:00 pm
SL114

Attendees: Sherry Harward, Shalece Nuttall, Kristen Nuesmeyer, Lisa Williamson, Valarie Wells, Joe Nettleton, Mindy Swenson, Corey Callahan, Amie Huntsman, Gary Griffin, Brett McKeachnie, Duane Lee, Stephanie Albach, Tena Medina, Nathan Gerber, Andrea Callaway, Darren Larsen, Beka Grulich, Irene Whittier, John Gilbert, Cameron Evans, Terrell Wyche, Angela Chavez (for Gioey Alisa), Birch Eve, John Rucker, David Phillips.
Absent: Nikki Scott, Candida Johnson, Brianna Larsen, Leslie Farnsworth, Mark Bracken.

Welcome, Approval of Minutes, Administrative Updates

- Approval of minutes; approved as stand
- Introduction of UVUSA President Birch Eve; UVUSA representative will be attending all future board meetings to encourage collaboration

Business

- New binders for new members
 - Directory
 - Important Dates
 - Procedures Manual
 - Bylaws
- Will be doing a complete update of the website update in the future
 - Send updated photos and bios to Nathan for the website
- PACE Email Signature
 - Please use the PACE signature whenever communicating in your PACE role
- Committee Members & Coordinators
 - We are encouraged to assign/use committee members & coordinators from across campus to assist with committee work
 - Senators are strongly encouraged to serve on at least 1 committee
 - Please submit committee and coordinator names to Sherry Harward by August 1
 - Official invitations will be sent by Sherry
- Reporting Lines (see slide)
 - President
 - Bylaws & Procedures
 - Employee Recognition
 - Wolverine Pride
 - Benefits
 - Vice President
 - Marketing & Communications
 - Legislative Affairs
 - Elections
 - Senators

- President Elect/Past
 - Events
 - Service & Scholarship
 - Professional Development
 - Policy Review
- FLSA Overtime Rule Report (non-exempt vs exempt)
 - Discussion and work has been ongoing to address concerns
 - HR will provide a training to the PACE Board in the next few months
- UHESA (state-wide organization for Utah Higher Education Staff Associations)
 - Sherry, Shalece & Nathan attended the annual conference last weekend
- Upcoming Events
 - PACE Professional Development Forum
 - Friday, August 12, 2-3pm, SC206c – Jacob Sybrowsky, Personal Finance
 - Presenters/topics selected through December
 - Staff Fall Forum – Tuesday, August 16, 7:30 – 9:00 am, Ballroom
 - Please plan to attend and encourage staff in your areas to attend
 - Encourage others to be there by 7:30 am ensure President Holland’s presentation starts at 8:00 am
 - Scholarships will be awarded to 2 students
 - New Employee Forum – Tuesday, August 16 (by invitation only)
 - Faculty Convocation Ideas Fair – Wednesday, August 17, 8:00 – 2:00 pm, Ballroom
 - Representation by Wolverine Pride, PACE Wolverine Club and Employee Giving
 - United Way Day of Caring – Thursday, September 8, 7:30 am – 12 pm
 - PACE Wolverine Club Employee Appreciation Event
 - Need to select and promote date (September)
 - Home Run Derby & Lunch or Dinner
 - Homecoming Week – September 12-19

Strategic Planning

- Strategic Plan Reviewed, Revised and Approved

Committee Chair/Senator Reports

- Professional Development – Non-traditional/BFF event was held last Thursday, good attendance, will be held 2-3 times per year, coordinator and committee will be organized soon
- Employee Recognition – Wolverine Sightings for June were noted, encourage colleagues to submit
- Wolverine Pride – Flipping coins coming soon

2:15 pm General Board Photo & Individual Headshot Photos

2:30 pm Adjournment

Next Meeting

Tuesday, August 16, 1:00-2:30 pm, SL114