

Minutes

September 20 2016

1:00-2:30 pm

SL114

Attendance - Shalece Nuttall, Nathan Gerber, Leslie Farnsworth, Kristen Nuesmeyer, Lisa Williamson, Terrell Wyche, Amie Huntsman, Darren Larsen, Duane Lee, Nikki Scott, Cameron Evans, Andrea Calaway, Beka Grulich, Jason Rucker, Katty Perez, Mindy Swenson, Valarie Wells, Candida Johnson, Tena Medina, Irene Whittier, Gary Griffin, Brianna Larson, Giovanna Alisa, Daniel Delgadillo, John Gilbert, Cameron Robinson,

Absent -Wesley Eldredge, Darel Hawkins, Joe Nettleton, Corey Callahan, Brett McKeachnie, Stephanie Albach, David Phillips

Visitors –Cameron Robinson, Carolyn James for David Phillips, Kat Brown, Linda Makin, Karen Clemes, Judy Martindale, Mark Wiesenberg

Welcome, Approval of Minutes, Administrative Updates

- Minutes for August approved
- Remember President's BBQ with PACE September 26, noon

Business

- FLSA compliance committee, Kat Brown, Linda Makin, Karen Clemes, Judy Martindale, Mark Wiesenberg. Explained what UVU is doing to comply with the new law about who is eligible for overtime based on regulations. The committee is looking at both the salary level and the duties test to determine who is exempt and non-exempt. There will be no changes to benefits, or leave accrual. An email from Mark Wiesenberg in HR coming out this week with more information. Employees are asked to send questions and comments to Mark Wiesenberg, Shalece Nuttall or your Academic Dean.

Policy Review

- Policy 151 Alexis Palmer, Aids temporary emergency/deletion, and Behavioral Assessment Team, responding to students of concern. For training call Alexis Palmer, Ashley or Bill Erb.
- Policy 505, Carolyn James. Tuition payments and refunds. Comments approved
- Policy 522, Carolyn James, Undergraduate Credit and Transcripts. Comments approved
- Policy 251, Scott Wood, Traveling on UVU Business. Comments approved
- Policy 252, Baldomero Lago. International travel. Comments approved
- Policy 610/deletion, Course outlines records. Comments approved

Business

- UHESA Representation
Legislative Committee, Stephanie Albach

BFF Committee, Chelsea Jensen
PR Media Committee, Amie Huntsman

- Strategic Planning-PBA Request
 - Shalece presented information on the request that PACE will be asking for in PBA. This includes appropriated on going funds:
 - \$6,000 to Staff Education
 - \$6,000 to Staff Development
 - \$15,000 to Food for Fall Forum and Holiday Social
 - \$1,000 to Professional Development
 - \$2,500 to Wolverine PrideTotal 30,500 appropriated
 - One time funds of 2,500 for marketing.Grand total 33,000

- Executive Board Transition.

The executive board talked about their expectation & Vision and vision for PACE, which is how do we help all staff feel part of our Organization? They would also like to see training for Senators and Committee Chairs, and a rework of the Bylaws including a Constitution.
- Discussion – Executive board would like to know how many hours everyone work for PACE. This will help in the nominations and elections. The PACE board talked about the following:
 - Help everyone feel valued
 - How can we increase Morale
 - Provide the voice of the Staff
 - Staff Awards, Staff Advancement
 - Leadership and growth opportunities
 - Benchmarks, hard to attain
 - Years of Service
 - Can HR do smaller things to acknowledge good work

Committee/Senator Reports

- Mindy Swenson, Professional Development, Kyle Reyes for September and Salary Negotiations for October
- Gary Griffin, Halloween Office Decorating Contest, Cameron. Pictures on PACE Facebook page along with voting
Holiday social, looking for prize donations, 3 meal choices and prices to present to Val Peterson.
- Irene Whittier, Wolverine Sightings down this month. Names on Digital Signage
- Cameron Evans, Flu shot clinics dates, Orem fitness center discounts
- John Gilbert, reminder to wear Green every Wednesday
- Amie Huntsman reported on Homecoming Week, Family Fun Fair, UVU-Phoria
- Nikki Scott, We need to market how great it is to work at UVU, increase marketing money.
- Beka Grulich and Nathan Gerber, training program for PACE Board members

Adjournment

Next Meeting Tuesday October 18 2016, 1-2:30p in SL 114