

Minutes

January 15, 2019

1:00-3:00 pm

SC 213c

Attendance – Jennifer Agla, DaSheek Akwenye, Jeff Anderson, John Barclay, Valarie Browning, Daniel Delgadillo, Karen Deysher, Stacy Fowler, Kellie Hancock, Justin Hansen, Candida Johnson, Marissa King, Linda Makin, Gage Marberger, Tena Medina, Anthony Morris, Trevor Morris, Bonnie Mortensen, Shalece Nuttall, Kristen Nuesmeyer, Julie Stowe, Jenice Schulzke, David Tobler, Shari Warnick, and Irene Whittier. **Visitors** – Scott Cooksey, Melanie Lafranca, August Miller, and Peter VanderHeide
Absent – Steve Anderson, John Bair, Tami Jensen, Terri Fredrickson, Nathan Gerber, Jennifer Gallagher, Craig Thulin, Kim Wright, and Dan Zacharias.

Welcome, Approval of Minutes, Administrative Updates

- ***PACE President (Shalece Nuttall)***
 - PACE photo for weekly email of new Sodalicious wolverine drink. (Thank you DaSheek and Bonnie). Toasted marshmallow, vanilla and extra dirty.
- ***PACE Administrative (Linda Makin)***
 - Board of Trustees will be reviewing the medical leave policy that PC approved last week.
 - Human Resources Associate Vice President will start February 1. The press release will be released that day with a professional photo. She will transition onto PACE in February.
 - People manager's excellence training email will come out tomorrow.
 - Encouraged PACE to attend the State of the University Address on January 24.
- ***UVUSA (Gage Marberger)***
 - wolverine of the week – www.uvu.edu/uvusa
 - Student body elections coming up
 - Wolverine achievement awards (It's not ethical to recruit students to nominate you / market to other campuses).
- ***Minutes – December 18, 2018 minutes stand as approved***

New Business

- ***Married Dependents Information*** - PACE solicited and collected information, it is making slow progress. It is on Human Resources list of policy reviews and will go through the benefits committee, which PACE has representation on. PACE will have an opportunity to provide feedback during policy review. In efforts for PACE to promote education, recommend that students meet with Financial aid to see what other opportunities may be available.

Committee Reports

Policy Review (Kristen Nuesmeyer): Policy Comments due February 15.

First Reading

- **231 – Fundraising, Responsibility, & Coordination** (Melanie Lafranca & Scott Cooksey)
- **232 – Honorary Names and Named Gifts** (Melanie Lafranca & Scott Cooksey)
- **233 – Fund-Raising, Solicitation Clearance, & Cultivation** (Melanie Lafranca & Scott Cooksey) Deletion –231 redundant
- **207 – Internal Audit Process** (Christian Farr & Peter VanderHeide)

Second Reading

- **PACE approved to move forward the comments for Policy 452 (Electronic Information and Technology Accessibility), 541 (Student Conduct) and 636 (Research Ethics and Compliance).**

Benefits (Jennifer Agla): Done with RFP. PACE took the idea of the wellness program release time and proposed it to the wellness program coordinator. There are concerns that it is not in line with the keeping the wellness program fair and equitable (multi-campus and supervisor approval). It also increases workers compensation risks. This will be discussed at the January benefits committee and Jennifer will provide another update. UVU provides the opportunity for discounted memberships to the SLWC available through payroll deduction.

Elections (Tena Medina): Elections will be starting soon, start thinking about people to nominate.

Employee Recognition (Irene Whittier): 50 wolverine sightings for December. PACE awards of excellence nomination is open until January 31. PACE board encouraged to nominate staff. 8 FT and 4 PT. Full-time have to have worked for at least three years and part-time at least a year. Pay attention to the three core areas. Recipient can't be under corrective action.

Events (Candida Johnson): PACE Holiday social was a success. We did learn a couple things. Talked to UCCU center about how we are going to change it next year and have the food upstairs and drink and dessert on the lower level with tables. It will add more seats. Looking for suggestions on how to do prizes and entertainment. We had mixed reviews on the entertainment. We are going to piggy back off business that have their businesses. We have elevated the experience so we need to keep it elevated.

Legislative Affairs: If you want to participate you can take leave to go. Use your personal email account to email representatives and not your UVU email. You can't represent that you are representing UVU in anyway. There are only three people who can (President, Cameron Martin, and Steve Anderson).

Professional Development (Daniel Delgadillo): Kristen presented on Happiness last Friday as a partnership with UVFIT. Next month will be business and finance. We don't have topics for a year out. Starting reimbursements for staff development, we have a big wait list.

Service & Scholarship (Kellie Hancock): Scholarship deadline is February 1, please pass the word. Students will need letter from FT or PT staff.

Wolverine Pride (DaSheek Akwenye): Basketball has been doing awesome, come watch employee appreciation game this weekend. Starting new campaign for faculty and staff who attend games and post selfies at game (showed some swag). Working to market wolverine Wednesday's discounts to faculty and staff with signage or buttons. Looking for opportunities to have leaders boast green. Linda suggested having kick off in March and market to off campus employees as they feel they are not seen and there are not many incentives for them. Remember wolverine pride ambassador of the month.

Senator Reports

Academic Affairs: Sending an email out today.

Institutional Advancement: Development and Alumni Relations has been changed to the Division of institutional advancement. Currently looking for a new director of annual giving.

Finance and Administration: Provided a brief update on Candace Bird and her baby. Appreciate her work for PACE. The email migration is complete, the biggest issue was the calendar appointments before the migration. To delete a reoccurring appointment try changing the end date of the reoccurrence.

Planning, Budget & HR: Employee appreciation night is Saturday night.

Student Affairs: Positive feedback over the holiday closure. Kyle Reyes is great at encouraging people.

University Relations: UVU was recognized for logistics of officer's funeral. March 25-March 30 will be the "week of dreams" and will include the President's inauguration and the Noorda Center for Performing Arts ribbon cutting. The legislative session starts later this month.

Important dates

January 23 – UWHEN kick off

January 24 – State of the University Address

February 10 – Next Board Meeting

Minutes taken by: Stacy Fowler

Meeting dismissed at: 2:00 p.m.