

**Minutes**

April 16, 2019

1:00-3:00 pm

SC 213c

**Attendance** – Jennifer Agla, DaSheek Akwenye, Jeff Anderson, Valarie Browning, Daniel Delgadillo, Karen Deysler, Stacy Fowler, Kellie Hancock, Justin Hansen, Tamara Jensen, Gage Marberger (Brylee Bromley), Marilyn Meyer, Anthony Morris, Trevor Morris, Bonnie Mortensen, Julie Stowe, Craig Thulin, David Tobler, Shari Warnick, Irene Whittier, and Dan Zacharias.

**Absent** – Steve Anderson, John Bair, John Barclay, Nathan Gerber, Terri Fredrickson, Jennifer Gallagher, Candida Johnson, Linda Makin, Tena Medina, Shalece Nuttall, Kristen Nuesmeyer, Jenice Schulzke, and Kim Wright.

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**Welcome, Approval of Minutes, Administrative Updates**

- ***PACE Executive Board (Tamara Jensen)***
  - Special thanks for Candida and Dasheek for helping with Talk with Tuminez.
- ***Faculty Senate (Craig Thulin)***
  - Anne Arendt, new Faculty Senate President will attend PACE with Craig. Will share importance to continue to improve relationships between faculty and staff.
  - Last faculty senate meeting today. Agenda includes amending bylaws, electing committee chairs and voting to endorse expansion of HEA program. Policies will be reviewed in Fall.
  - Higher Education Association (HEA), now advanced HEA, offers levels of fellowship and recognizes credentials in higher education. It is mostly for faculty, but some staff should work with office of teaching and learning (Trevor Morris) to be credentialed.
  - This summer Craig will participate in Summer University and the Faculty Senate retreat.
- ***UVUSA (Gage Marberger)***
  - Introduced Brylee Bromley, as the new executive VP of UVUSA that will be serving on PACE.
  - Student association wrapping up year. Commencement day is official (transition day). Wrapping up goals. Driving force is creating community of pride. Created student task force with mission and action plan and gathered things from student body throughout year. Have list of things that students notice that they would do to make UVU better. Will be giving to future student councils and can also distribute to administration, PACE and Faculty Senate.
  - Working with image committee to infuse wolverine pride.
  - Thanked PACE for keeping student success one of the top pillars.
- ***Minutes - March 19, 2019 minutes stand as approved***

**New Business**

- **2019-20 Compensation**
  - Marilyn Meyer provided an overview of the 2019-20 compensation document noting the compensation philosophy seeks to provide wages, salaries and benefits that are competitive within appropriate labor markets, promote internal equity across diverse university functions and ensures consistency in meeting compliance requirements while remaining flexible in responding to internal and external workforce changes. Salary and wage increases are established to reward performance, respond to external labor market changes, and promote internal equity. Please refer to compensation document for details.
- **Benefits Open Enrollment**
  - Jennifer Agla reported on open enrollment that was discussed in talk with Tuminez. Inform your areas that enrollment is MANDATORY this year. If enrollment is not completed by May

10 they will not have insurance starting July 1 because plans are different and there is not a comparable default. Town hall sessions are listed online. Tomorrow's benefit fair is tomorrow and will have breakout session with Regence and Magellan.

- **Valley United Against Hunger**
  - Julie Stow is serving as the PACE representative on the Valley against Hunger and will provide updates.
- **PACE Committee Representation**
  - Email Stacy a list of committee's you are serving on as a PACE representative. This will allow us to know where we have voices across campus and where we may need a voice.

### **Committee Reports**

**Bylaws and procedures:** Executive VP will be added and voted on in June general membership meeting.

**Elections:** Encourage people to nominate for PACE at benefits fair table or online.

**Employee Recognition (Irene Whittier):** March had 50 wolverine sightings, which is down from this time last year. Encourage areas to do wolverine sightings. Executive board is going to try to compile wolverine sightings in master repository for staff success stories.

**Events:** PACE ice-cream social at Summer University.

**Marketing and Communication (David Tobler):** Putting nomination link on website. Please let David know if you have any other marketing or communication needs.

**Professional Development (Daniel Delgadillo):** Monthly professional development forum and had over 40 employees for the Meyers Briggs/Wade Oliver presentation. PACE weekly email will have announcement of dates (May 17-June 28) for staff education fund (master degree or higher).

**Service & Scholarship (Kellie Hancock):** Worked with Jennifer on updating bylaws and procedures. It is review time for the scholarships. Reminder that those rolling off should ensure procedures are updated.

**Wolverine Pride (DaSheek Akwenye):** Publicizing and marketing wolverine Wednesday.

### **Senator Reports**

**Academic Affairs:** Staff missed Talk with Tuminez because it was not communicated by email as in the past. It is on the website to go back and watch.

**Finance and Administration (Jeff Anderson):** Concerns about goodwill being available for part-time employees and for child birth. Kellie Hancock reported that all submissions are reviewed and done on a case by case basis. Currently the most common is death or 3 or more day stay in hospital. The executive board has been having conversations about goodwill that has included issues with payroll deduction for part-time, increasing cost may decrease number of participants, and number of births could be costly.

**University Relations (Shari Warnick):** Reported on the image committee (environmental experience), which is a Facilities and University Relations task force. Shari noted they would like branding to be part of new building plans, want to wrap the parking structure with green branding and brand the Lockhart arena so you know you are entering a proud sporting arena. Suggestion was made for DaSheek to work with the bookstore to get professional shirts for discounted price, DaSheek reported they've tried. Shari noted that University Relations had discussed ordering bulk and having departments by in to get best pricing. IT can push to computers. Send any suggestions to Shari Warnick.

### **Important dates**

April 15 – May 10 – open enrollment

April 17 – Benefits Fair

April 18 – Great Shake out

April 22 - Talk with Tuminez: PBA Allocations

April 26 – BA building active shooter (only BA – will have high number of law enforcement)

May 2 & 3 - Commencement & Convocations

May 21 – PACE General Board meeting in Lakeview Room

*Minutes taken by: Stacy Fowler*

*Meeting dismissed at: 2:02 p.m.*